



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

R-20

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August 19, 2014

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. ITB FS14-080 and award a contract to Rotorcraft Support, Inc., of Van Nuys, CA, for the purchase of parts and service needed to maintain two helicopters used by the Police Department for regular and emergency operations, in an annual amount not to exceed \$396,270 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 Rotorcraft Support, Inc., for the purchase of parts and service needed to maintain the Police Department's two helicopters. The Department of Financial Management, Fleet Services Bureau, provides regular inspections, repairs and maintenance for the helicopters through a mechanic stationed at the heliport. This contract supplements the efforts of the Fleet staff and provides the most cost-effective source for parts and service. This contractor is certified by the Federal Aviation Administration (FAA) to provide service for Eurocopter brand helicopters owned by the City. This annual contract supports the inspections and regular maintenance required by the FAA. A bid specification was prepared by the Fleet Services Bureau based on the hours of helicopter operation projected by the Police Department for FY 15 and FY 16.

The bid was advertised in the Press-Telegram on April 30, 2014, and 1,443 potential bidders specializing in helicopter parts and repair services were notified of the bid opportunity. Of those bidders, three 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 weekly update of Open Bid Opportunities, which is sent to 30 local, minority and women-owned business groups. Two bids were received on May 7, 2014. Of those two bidders, none were Minority-owned Business Enterprises (MBEs), Women-owned Business Enterprises (WBEs), certified Small Business Enterprises (SBEs), or Long Beach businesses (Local). Rotorcraft Support, Inc., of Van Nuys, CA (not an MBE, WBE, SBE, or Local), was the lowest responsible bidder.

Long Beach 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, 149 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 Kendra L. Carney on July 30, 2014 and by Budget Management Officer Victoria Bell on August 1, 2014.

SUSTAINABILITY

Maintaining the helicopters through regular service reduces the inefficient burning of fossil fuel and resulting air pollution.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. ITB FS14-080 and award a contract concurrently is requested on August 19, 2014 to ensure that necessary parts and service are available to support Police helicopter operations.

FISCAL IMPACT

The cost of this contract is an annual amount not to exceed \$396,270 and is budgeted in the Fleet Services Fund (IS 386) in the Financial Management Department (FM) and in the General Fund (GF) in the Police Department (PD). There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



**JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT**

APPROVED:



**PATRICK H. WEST
CITY MANAGER**