



# CITY OF LONG BEACH

FINANCIAL MANAGEMENT DEPARTMENT

333 West Ocean Boulevard 6<sup>th</sup> Floor • Long Beach, CA 90802 • (562) 570-6845 • Fax (562) 570-5836

January 22, 2013

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Authorize the City Manager to amend Contract No. 32604 with Fastenal Company, a Long Beach-based business (not an MBE, WBE or SBE), for furnishing and delivering custodial paper products and janitorial cleaning supplies, by adding \$500,000, bringing the total to an amount not to exceed \$1,220,000 for the period ending May 29, 2013, and for the subsequent second renewal period. (Citywide)

## DISCUSSION

The contract with Fastenal Company is used by various departments citywide for furnishing and delivering custodial paper products and janitorial cleaning supplies. The contract specifications were expanded for the first time to include both custodial paper products and janitorial cleaning supplies in 2012 in an effort to streamline order processing and encourage cost savings. Unfortunately, the specifications underestimated the amount required and, in the last year, there have been sites added, thereby increasing the amount of necessary supplies. The additional \$500,000 is needed to continue to keep the various City facilities, including the park restrooms and the Long Beach Airport, stocked with supplies through the current contract term which expires on May 29, 2013.

This matter was reviewed by Deputy City Attorney Amy R. Webber on January 4, 2013 and Budget Management Officer Victoria Bell on January 8, 2013.

## TIMING CONSIDERATIONS

City Council action to amend Contract No. 32604 is requested on January 22, 2013 to ensure an adequate inventory of supplies.

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FISCAL IMPACT

The total cost of the contract is budgeted in various funds of various City departments. The continuation of this contract will provide continued support to our local economy by assisting in the preservation of eight full-time employees residing in Long Beach with employment.

SUGGESTED ACTION:

Approve recommendation.


Respectfully submitted,



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

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APPROVED:

  
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PATRICK H. WEST  
CITY MANAGER