

# C-14

March 7, 2023

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Adopt Specifications No. ITB LB21-035 and award a contract to Allied Refrigeration, Inc., of Signal Hill, CA, for furnishing emergency as-needed heating, ventilation, and air conditioning (HVAC) parts and supplies, in a total annual amount not to exceed \$250,000, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; and, authorize the City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary subsequent amendments. (Citywide)

## DISCUSSION

City Council approval is requested to enter into a contract with Allied Refrigeration, Inc., to furnish emergency as-needed HVAC parts and supplies. Due to citywide aging infrastructure and a variety of brands and models of HVAC equipment, it is pertinent to have access to a local supply house to expedite emergency HVAC repairs.

The bid was advertised in the Long Beach Press-Telegram on March 27, 2021, and 370 potential proposers specializing in HVAC parts and supplies were notified of the bid opportunity. Of those potential bidders, 17 downloaded the bid via the City of Long Beach's (City) former electronic bid system (PlanetBids, now Long Beach Buys). The bid document was made available from the Purchasing Division, located on the sixth floor of City Hall, and the 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 was sent to 42 local, minority-owned and women-owned business groups. There was one bid received by April 20, 2021. Allied Refrigeration, Inc., of Signal Hill, CA (not an MBE, WBE, SBE, or Local), was the lowest responsible bidder.

City departments need access to a vendor with a local storefront and warehouse so that parts and supplies can be purchased same-day to ensure a timely response to HVAC work orders. When an HVAC unit is down, time is of the essence to ensure the health and comfort of building occupants and to prevent any disruption of City services. This is particularly true for critical service facilities, such as fire stations, the Public Safety Building with the City Jail, and the Emergency Communications and Operations Center with the 9-1-1 Call Center.

**Local Business Outreach**

To align with the City's outreach goal, Long Beach businesses are encouraged to submit bids for City contracts. The Purchasing Division also assists businesses with registering on the Long Beach Buys (formerly PlanetBids) database to download bid specifications. Through outreach, 37 Long Beach vendors were notified to submit bids, of which none 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 Vanessa S. Ibarra on February 10, 2023, Purchasing Agent Michelle Wilson on February 9, 2023, and by Budget Management Officer Nader Kaamoush on February 15, 2023.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. ITB LB21-035 and award a contract concurrently is requested on March 7, 2023, to ensure the contract is in place expeditiously.

FISCAL IMPACT

The total annual amount of the contract will not exceed \$250,000 for a period of two years, with the option to renew for three additional one-year periods. The contract will be used citywide on an as-needed basis. Any project that is not currently budgeted will only proceed at such time as appropriations have been approved by the City Council. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. This contract will provide support to our local economy by assisting in preservation of employment for 33 full-time employees residing in Long Beach.

**SUGGESTED ACTION:**

Approve recommendation.

Respectfully submitted,



ERIC LOPEZ  
DIRECTOR OF PUBLIC WORKS

APPROVED:



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THOMAS B. MODICA  
CITY MANAGER