



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

R-6

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September 9, 2014

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. ITB LB14-106 and award a contract to R & S Overhead Doors of South Bay, Inc., of Gardena, CA, to furnish and deliver as-needed electric door and rolling gate maintenance and repair services, in an annual amount not to exceed \$260,000 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 R & S Overhead Doors of South Bay, Inc., for as-needed electric door and rolling gate maintenance, repair services and parts at various City facilities, many of which provide emergency services that require vehicles to enter or leave facilities at all times. The ongoing functionality of these doors is critical to the provision of site safety and security for City operations. This contract provides a response within 60 minutes of a service call being placed. Departments participating in this contract include Long Beach Airport, Fire, Harbor, Fleet Services, Harbor, Library, Parks, Recreation, and Marine, Police, Public Works, and Water. There are approximately 200 doors and gates at multiple locations throughout the City.

The bid was advertised in the Press-Telegram on July 13, 2014, and 3,282 potential bidders specializing in electric door and rolling gate maintenance, parts, and services were notified of the bid opportunity. Of those bidders, 27 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. Two bids were received on July 29, 2014. Of those two bidders, one was a Women-owned Business Enterprise (WBE) and none were Minority-owned Business Enterprises (MBEs), certified Small Business Enterprises (SBEs), or Long Beach businesses (Local). R & S Overhead Doors of South Bay, Inc., of Gardena, CA (not an MBE, WBE, SBE or Local), was the lowest responsible 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, 310 Long Beach vendors were notified to submit bids, of which two 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 August 15, 2014 and by Budget Management Officer Victoria Bell on August 19, 2014.

TIMING CONSIDERATIONS

The existing contract for electric doors and rolling gates services expires on September 12, 2014. City Council action to adopt Specifications No. ITB LB14-106 and award a contract concurrently on September 9, 2014 will ensure that the contract is in place expeditiously.

FISCAL IMPACT

The cost of this contract is an annual amount not to exceed \$260,000 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 three 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