

C-20

October 3, 2023

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager, or designee, to execute all documents necessary to amend Munis Contract No. 32100479 with United Site Services of California, Inc., of Dallas, TX, for furnishing and delivering chemical toilets and related products, to increase the annual contract amount by \$300,000, for a revised contract amount not to exceed \$1,600,000, and extend the term of the contract to September 10, 2024. (Citywide)

DISCUSSION

City Council approval is requested to amend Munis Contract No. 32100479 with United Site Services of California, Inc. (USS) for furnishing and delivering chemical toilets and related products. Various City of Long Beach (City) departments require the rental of portable toilets, sinks, and related products for either ongoing or short-term events.

USS is the City's current chemical toilet vendor and was awarded after a competitive bid process via ITB No. LB18-114. The current contract, which was authorized under City Manager authority in accordance with procurement policies and procedures, is set to expire on September 10, 2023. To ensure sufficient funds are available for future services, both planned and unexpected, additional funds are required. The contract extension will provide time to complete a competitive, formal bid and award a new contract in accordance with procurement policies. This request will allow for the continuation of service without interruption while a formal procurement process takes place.

This matter was reviewed by Deputy City Attorney Erin Weesner-McKinley and Purchasing Agent Michelle Wilson on September 13, 2023, and by Revenue Management Officer Geraldine Alejo on September 15, 2023.

TIMING CONSIDERATIONS

City Council action to amend Munis Contract No. 32100479 is requested on October 3, 2023, to ensure there is no interruption to services.

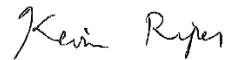
FISCAL IMPACT

The amendment will increase the annual contract authority with USS by \$300,000 for a revised total contract amount not to exceed \$1,600,000. The contract will be used Citywide and is budgeted in various fund groups and departments. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



KEVIN RIPER

DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:



THOMAS B. MODICA
CITY MANAGER