



CITY OF LONG BEACH

DEPARTMENT OF ECONOMIC DEVELOPMENT

333 West Ocean Boulevard • Long Beach, CA 90802 • (562) 570-6099 • Fax (562) 570 -6380

April 16, 2019

HONORABLE MAYOR AND CITY COUNCIL

City of Long Beach

California

RECOMMENDATION:

Authorize the City Manager, or designee, to execute any and all documents necessary to amend agreements with Epic Land Solutions, Inc., of Torrance, CA, Overland, Pacific and Cutler, Inc., of Long Beach, CA, and Paragon Partners, Ltd., of Huntington Beach, CA, for as-needed real estate property acquisition services and relocation, property management and related services, to increase the aggregate contract amount by \$900,000, for a revised total aggregate amount not to exceed \$3,400,000. (Citywide)

DISCUSSION

On February 9, 2016, the City Council adopted Specifications No. RFP CM15-110 for as-needed real estate property acquisition services and Specifications No. RFP CM15-111 for as-needed relocation, property management and related services and authorized agreements with three firms, Epic Land Solutions, Inc., Overland, Pacific and Cutler, Inc., and Paragon Partners, Ltd., to provide said services for an aggregate contract amount not to exceed \$1,000,000 over a three-year term, with the option to renew for one additional on year period. On May 2, 2017, the City Council authorized an amendment to the contracts that increased the authority by \$1,500,000 for a revised aggregate contract amount not to exceed \$2,500,000. Historically, the City of Long Beach (City) has used outside firms on an as-needed basis to provide the City with these real estate services to address acquisition, property management and disposition needs of City departments for current, as well as unforeseen, projects that may arise. The current agreements are scheduled to expire on January 31, 2020.

The City currently has several acquisitions in process as well as ongoing maintenance of former redevelopment agency properties that were legally transferred to the City for disposition. Until such time that these transactions can be completed, the City utilizes these firms to assist with acquisition activities such as compliance with State and Federal guidelines, due diligence investigations, and title clearance. Additionally, these firms also provide maintenance services to clear vacant lots of illegal dumping, address transient issues, and repair of facilities due to weather-related emergencies as well as to address Building Code deficiencies. The contracts are set to expire on January 31, 2020, and the City is preparing to initiate the procurement process for updated contracts. To continue ongoing services while the procurement process can be completed, additional aggregate

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contract authority in the amount of \$900,000 is requested to be able to address acquisition, disposition, and maintenance issues in a timely and appropriate manner.

This matter was reviewed by Deputy City Attorney Amy R. Webber on March 22, 2019, by Purchasing Agent Tara Yeats on March 28, 2019, and by Budget Management Officer Rhutu Amin Gharib on March 29, 2019.

TIMING CONSIDERATIONS

City Council action is requested on April 16, 2019, to ensure current services can continue without interruption.

FISCAL IMPACT

The requested action increases the contract authority by \$900,000, for a revised total aggregate contract amount not to exceed \$3,400,000. No appropriation increase is requested at this time. Each work order will be funded by the requesting department for each particular project as the need arises. At that time, if needed, City departments will return to the City Council to request appropriation. The requested action is not expected to require additional staff hours beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. These contracts provide continued support to our local economy by assisting in the preservation of employment for 24 full-time employees and one part-time employee residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN KEISLER
DIRECTOR OF ECONOMIC DEVELOPMENT

APPROVED:


PATRICK H. WEST
CITY MANAGER