



# **CITY OF LONG BEACH**

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard 7<sup>th</sup> Floor • Long Beach, CA 90802 • (562) 570-6200 • Fax (562) 499-1097

May 14, 2019

HONORABLE MAYOR AND CITY COUNCIL

City of Long Beach  
California

## **RECOMMENDATION:**

Adopt Specifications No. ITB LB19-008 and award contracts to Alliance Printing Associates, of Santa Fe Springs, CA, and Crisp Enterprises, Inc., dba Crisp Imaging, of Costa Mesa, CA, for as-needed blueprinting, reprographic, and related products and services, in an annual aggregate amount of \$800,000, with a 10 percent contingency in the amount of \$80,000, for a total annual aggregate amount not to exceed \$880,000, for a period of two years, with the option to renew for three additional one-year periods; and, authorize the City Manager, or designee, to enter into the contracts, including any necessary amendments. (Citywide)

## **DISCUSSION**

City Council approval is requested to enter into contracts with Alliance Printing Associates and Crisp Enterprises, Inc., dba Crisp Imaging, for as-needed blueprinting, reprographic, and related products and services, including Diazo whiteprinting, media development, xerography, plotting, preparation of bound specifications, fence photo banners, banners, and other miscellaneous services on a variety of materials. This contract is utilized by various departments citywide.

The bid was advertised in the Long Beach Press-Telegram on January 19, 2019, and 1,019 potential bidders specializing in printing and reprographic products and services were notified of the bid opportunity. Of those bidders, 26 downloaded the bid via the City's 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](http://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 28 local, minority, and women-owned business groups. Seven bids were received on February 26, 2019. Of those seven bidders, none were Minority-owned Business Enterprises (MBEs), three were Women-owned Business Enterprises (WBEs), four were certified Small Business Enterprises (SBEs), and none were Long Beach businesses (Local). Alliance Printing Associates, of Santa Fe Springs, CA (a WBE and SBE), and Crisp Enterprises, Inc., dba Crisp Imaging, of Costa Mesa, CA (not a MBE, WBE, SBE, or Local), were the lowest responsible bidders.

### **Local Business Outreach**

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download the bid specifications. Through outreach, 149 Long Beach vendors were notified to submit bids, of which none downloaded nor 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 Gary J. Anderson on April 22, 2019, by Purchasing Agent Tara Yeats on April 18, 2019, and by Budget Management Officer Rhutu Amin Gharib on April 26, 2019.

### **TIMING CONSIDERATIONS**

City Council action to adopt Specifications No. ITB LB19-008 and award contracts concurrently is requested on May 14, 2019, to ensure contracts are in place expeditiously.

### **FISCAL IMPACT**

The total annual aggregate for these contracts will not to exceed \$880,000, and is budgeted in various funds and departments. This recommendation has minimal 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,



**JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT**

**APPROVED:**

  
**PATRICK H. WEST  
CITY MANAGER**