



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

C-17

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August 13, 2019

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. ITB FS19-046 and award a contract to Rotorcraft Support, Inc., of Van Nuys, CA, for Eurocopter helicopter parts and repair service, in an annual amount of \$350,000, with a 15 percent contingency in the amount of \$52,500, for a total contract amount not to exceed \$402,500, 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 execute all documents necessary to enter into the contract, including any necessary amendments. (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with Rotorcraft Support, Inc., for the purchase and delivery of Eurocopter helicopter parts and service. The Police Department operates two Eurocopter helicopters during their regular daily operations.

The bid was advertised in the Long Beach Press-Telegram on April 24, 2019, and nine potential bidders specializing in helicopter equipment parts and maintenance services were notified of the bid opportunity. Of those bidders, nine 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. 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. One bid was received on May 14, 2019. The bidder was not a Minority-owned Business Enterprise (MBE), a Small Business Enterprise (SBE), a Women-owned Business Enterprise (WBE) or a Long Beach business (Local). Rotorcraft Support, Inc., of Van Nuys, CA (not a MBE, WBE, SBE, or Local), was the lowest responsible bidder.

Local Business Outreach

In an effort 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 PlanetBids database to download the bid specifications. Through outreach, two Long Beach vendors were notified to submit bids, of which one

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 Taylor M. Anderson on July 9, 2019, Purchasing Agent Tara Yeats on July 11, 2019, and by Budget Management Officer Rhutu Amin Gharib on July 25, 2019.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. ITB FS19-046 and award a contract concurrently is requested on August 13, 2019, to ensure the contract is in place expeditiously.

FISCAL IMPACT

The total annual cost of the contract for Eurocopter helicopter parts and repair service will not exceed \$402,500. Sufficient funding for the contracts is budgeted in the Fleet Services Fund Group in the Financial Management Department. Funds for the helicopter parts and service are collected through the regular Fleet Memorandum of Understanding (MOU) monthly billing process. 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,



JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:



PATRICK H. WEST
CITY MANAGER