



Legislation Details (With Text)

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Title: Recommendation to adopt Specifications No. RFP FM15-084 and award contracts to Comprehensive Housing Services, Inc., of Fountain Valley, CA; Harris & Associates, Inc., of Irvine, CA; Pacifica Services, Inc., of Pasadena, CA; Padilla & Associates, Inc., of Santa Ana, CA; Perceptive Enterprises, Inc., of Los Angeles, CA; and Contractor Compliance Monitoring Inc., of San Mateo, CA, for as-needed professional compliance monitoring services, in an aggregate annual amount not to exceed \$600,000, for a period of three years, with the option to renew for two additional one-year periods, at the discretion of the City Manager. (Citywide)

Sponsors: Financial Management

Indexes: Contracts

Code sections:

Attachments: 1. 072115-R-23sr.pdf

Date	Ver.	Action By	Action	Result
7/21/2015	1	City Council	approve recommendation	Pass

Recommendation to adopt Specifications No. RFP FM15-084 and award contracts to Comprehensive Housing Services, Inc., of Fountain Valley, CA; Harris & Associates, Inc., of Irvine, CA; Pacifica Services, Inc., of Pasadena, CA; Padilla & Associates, Inc., of Santa Ana, CA; Perceptive Enterprises, Inc., of Los Angeles, CA; and Contractor Compliance Monitoring Inc., of San Mateo, CA, for as-needed professional compliance monitoring services, in an aggregate annual amount not to exceed \$600,000, for a period of three years, with the option to renew for two additional one-year periods, at the discretion of the City Manager. (Citywide)

City Council approval is requested to enter into multiple contracts for as-needed compliance monitoring services. Services are used Citywide to fulfill the requirement for compliance monitoring, as necessary, for construction contracts awarded by the City. The City, in accordance with Section 3 of the Federal Housing and Urban Development (HUD) Act of 1968, is required to provide compliance monitoring on all construction projects funded by HUD Section 3. The City is also required to provide these services to the Community Development Block Grant (CDBG) and the HOME Investment Partnership program. Additionally, the City is required to monitor labor compliance for all federally-funded construction projects, including Disadvantaged Business Enterprises (DBEs) and those covered by the Davis-Bacon Act (Federal prevailing wage legislation), as well as ensure compliance with State Prevailing Wage rates on projects not funded by the federal government.

The Department of Financial Management’s Business Services Bureau is responsible for coordination and oversight of all construction labor compliance monitoring. Services provided

by the selected firms will assist the City in ensuring conformity to labor-related regulations and in providing data relative to local hiring provisions, while existing staff is responsible for the administrative oversight for these services.

A Request for Proposals (RFP) was advertised in the Press-Telegram on March 19, 2015, and 99 potential bidders classified as specializing under the work category containing duties closely related to administrative and compliance monitoring services were notified of the RFP opportunity. Of those proposers, 73 downloaded the specifications via our electronic bid system. The RFP document was made available through 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>>. An RFP 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. Twelve proposals were received on April 3, 2015. Of those 12 proposals, six were Disadvantaged Business Enterprises (DBEs), four were Minority-owned Business Enterprises (MBEs), five were Women-owned Business Enterprises (WBEs), seven were certified Small Business Enterprises (SBEs), and none were Long Beach businesses (Local).

A selection committee, comprised of staff from the Financial Management, Public Works and Development Services Departments, reviewed the proposals and evaluated each firm on the criteria set forth in the RFP. Six proposals were selected by the committee for further review and consideration, of which all six demonstrated the highest level of competence, experience in performance of comparable engagements, expertise and availability of key personnel, financial stability, and conformance with the terms of the RFP. The selection committee determined that the following firms provided proposals that were the most responsive and responsible to the terms of the RFP, and will provide the best value for the City’s needs.

Selected Proposals

Firm	Disadvantage Designation				
	DBE	MBE	WBE	SBE	Local
Comprehensive Housing Services, Inc. of Fountain Valley, CA	X		X	X	
Harris & Associates, Inc., of Irvine, CA					
Pacifica Services, Inc., of Pasadena, CA		X		X	
Padilla & Associates, Inc., of Santa Ana, CA	X	X	X	X	
Perceptive Enterprises, Inc., of Los Angeles, CA	X	X			
Contractor Compliance Monitoring, Inc., of San Mateo, CA	X		X	X	

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 Bids Online database to download the RFP specifications. Through outreach, six Long Beach vendors were notified to submit proposals, of which three 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 June 30, 2015 and by Budget Management Officer Victoria Bell on July 2, 2015.

City Council action to adopt Specifications No. RFP FM15-084 and award contracts concurrently is requested on July 21, 2015, to ensure new agreements are in place expeditiously.

The annual aggregate contract authority will not exceed \$600,000. These contracts are on an as-needed basis, and the firms will not be utilized except in cases where project funding is already appropriated. Costs will be included in the specific projects of the departments where funds are budgeted for these services. The award of these contracts will provide continued support to our local economy by assisting in the preservation of employment for three full-time employees residing in Long Beach.

Approve recommendation.

JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:

PATRICK H. WEST
CITY MANAGER