



Legislation Text

File #: 23-0716, **Version:** 2

Recommendation to authorize City Manager, or designee, to execute all documents necessary to amend Munis Contract No. 32300036 with Smart & Final Stores, LLC, for the purchase of grocery items, by increasing the original contract amount of \$100,000 by \$250,000, and adding an additional 20 percent contingency in the amount of \$70,000, for a revised total contract amount not to exceed \$420,000; and

Adopt resolution authorizing City Manager, or designee, to execute a contract, and any necessary documents including any necessary subsequent amendments, with Smart & Final Stores, LLC, of Commerce, California, for the purchase of grocery items, in an annual amount of \$350,000, with an additional 20 percent contingency in the amount of \$70,000, not to exceed a total contract amount of \$420,000, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager. (Citywide)

Levine Act: Yes

City Council approval is requested to amend Munis Contract No. 32300036 to add funds for the purchase of grocery items with Smart & Final Stores, LLC. Approval is also requested to enter into a contract with Smart & Final Stores LLC, for a period of two years, with the option to renew for three additional one-year periods at the discretion of the City Manager.

The purchase of grocery items is used citywide across all City departments, including, but not limited to, recreational programming, citywide special events, and catering services for the Community Recreation Services Bureau. This contract is also used for public and community meetings, departmental trainings, and other various needs. The Development Services Department will utilize \$100,000 as a resource for grocery and hygienic items to support neighborhood improvement activities, including the Neighborhood Leadership Program, special events, food giveaways, and support for neighborhood association grants. Most items are purchased on an as-needed basis directly from Smart & Final locations within Long Beach. Smart & Final Stores, LLC, is the only grocery provider located in Long Beach that accepts purchase orders and sells items in bulk quantities. Therefore, approval of a new contract with Smart & Final Stores, LLC, is being requested.

Section 1801 of the City of Long Beach (City) Charter provides that the City Council, by resolution, may authorize the City Manager to enter into a contract on behalf of the City, in writing or otherwise, without advertising for bids for services, supplies, materials, equipment or labor for actual emergency work.

This matter was reviewed by Deputy City Attorney Atoy H. Wilson and Revenue Management

Officer Geraldine Alejo on June 22, 2023, and by Purchasing Agent Michelle Wilson on June 13, 2023.

LEVINE ACT

This item is subject to the Levine Act. The Mayor, Councilmembers, and Commissioners who have received a contribution of more than \$250 within 12 months prior from a party, participant, or their representatives involved in this proceeding may do either of the following: (1) disclose the contribution on the record and recuse themselves from this proceeding; OR (2) return the portion of the contribution that exceeds \$250 within 30 days from the time the elected official knew or should have known about the contribution and participate in the proceeding.

All parties, participants, and their representatives must disclose on the record of this proceeding any contribution of more than \$250 made to the Mayor or any Councilmembers within 12 months prior to the date of the proceeding. The Mayor, Councilmembers, and Commissioners are prohibited from accepting, soliciting, or directing a contribution of more than \$250 from a party, participant, or their representatives during a proceeding and for 12 months following the date a final decision is rendered.

City Council action to adopt a Resolution and award the contract concurrently, and amend Contract No. 32300036 is requested on July 11, 2023, to ensure the contract is in place expeditiously.

The total revised annual contract amount will not exceed \$420,000, inclusive of a 20 percent contingency. The contract will be used citywide on an as-needed basis and is budgeted across various departments and fund groups. Of the total contract amount, \$100,000 being used is specifically allocated to and appropriated in the Community Development Grants Fund Group in the Development Services Department. 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.

Approve recommendation.

KEVIN RIPER
DIRECTOR
FINANCIAL MANAGEMENT

APPROVED:

THOMAS B. MODICA

CITY MANAGER