



## Legislation Text

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**File #:** 22-0790, **Version:** 1

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Recommendation to adopt resolution authorizing City Manager, or designee, to execute a contract, and any necessary documents including subsequent amendments, with Office Depot, LLC, of Boca Raton, FL, for ongoing lifecycle replacement of equipment and new incremental technology growth, on the same terms and conditions afforded to Region 4 Education Service Center (ESC), of Texas, through OMNIA Partners, for a total annual contract amount not to exceed \$1,587,000 until the Region 4 ESC contract expires on May 31, 2024, with the option to renew for as long as the Region 4 ESC contract is in effect, at the discretion of the City Manager. (Citywide)

City Council approval is requested to enter into a contract with Office Depot, LLC. (Office Depot) for ongoing lifecycle replacement of equipment and new incremental technology growth.

In 2018, City Council adopted Resolution No.18-0091 to utilize the terms and conditions afforded to Contract No. R160204 with Region 4 ESC, of Texas, through the National Intergovernmental Purchasing Alliance-The Cooperative Purchasing Network (National IPA-TCPN) for furnishing, delivering, and installing data center systems equipment, telecommunications equipment, and user devices. This contract expired on July 31, 2021. With the expiration of the City of Long Beach's (City) existing contract with Office Depot, City staff is proposing to enter into a new cooperative agreement with Office Depot utilizing the terms and conditions afforded to contract R210405 with Region 4 ESC, of Texas, through OMNIA Partners.

The Business Operations Bureau of the Technology and Innovation Department (TID) researched procurement options for ongoing lifecycle replacement of equipment and new incremental technology growth and discovered that other agencies had completed an open, fair, transparent, and competitive procurement process. The City reviewed the cooperative agreement options and determined that the contract between Region 4 ESC, of Texas, through OMNIA Partners, with Office Depot provided the best value to the City.

Office Depot was selected based on their competitive pricing, service levels, and breadth of product offerings, and local impact. Additionally, Office Depot was selected as one of three vendors to provide technology-related equipment and software to meet critical technology infrastructure needs, such as replacing outdated technology that is becoming unreliable and will not support new systems in the new Civic Center. Office Depot has provided a substantial portion of the technology and associated installation services throughout the last few years, including the equipment for the City's data center, network communications, audio/video systems, security cameras, and cybersecurity systems. Office Depot is another

key partner to the City in meeting its ongoing and future critical technology infrastructure needs.

City Charter Section 1802 provides an alternative procurement method by permitting the City to purchase or otherwise obtain services, supplies, materials, equipment and labor with other governmental agencies. This alternative procurement method can save time and reduce costs through economies of scale by purchasing under existing contracts from other government agencies on a voluntary and selective basis, when authorized by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Erin Weesner-McKinley on June 17, 2022, Purchasing Agent Michelle Wilson on June 15, 2022, and by Budget Operations and Development Officer Rhutu Amin Gharib on June 23, 2022.

City Council action to adopt a Resolution and award a contract concurrently is requested on July 12, 2022, to ensure the contract is in place expeditiously, to continue providing equipment and services without delays.

The total annual amount of the contract will not exceed \$1,587,000. Sufficient funds are currently budgeted in the General Services Fund Group in the Technology and Innovation Department for ongoing lifecycle replacement of equipment and maintenance services. These costs are recovered from partner departments through the annual TI Memorandum of Understanding (MOU). This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. This contract will provide continued support to our local economy by assisting in the preservation of employment for 16 employees residing in Long Beach.  
Approve recommendation.

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LEA D. ERIKSEN  
DIRECTOR  
TECHNOLOGY AND INNOVATION

APPROVED:

THOMAS B. MODICA  
CITY MANAGER