



Legislation Text

File #: 13-0924, **Version:** 1

Recommendation to adopt Specifications No. PA-05713 and award contracts to Industrial Clutch and Brake, Inc., dba Friction Materials Company of Long Beach, a Long Beach-based business (Local and SBE); Superior Truck Supply, a Long Beach-based business (Local); Elliott Auto Supply Company, Inc., dba Factory Motor Parts, of Anaheim, CA (not an MBE, WBE, SBE, or Local); Battery Systems, Inc., of Garden Grove, CA (not an MBE, WBE, SBE or Local); Truck Lighthouse, of Santa Fe Springs, CA (not an MBE, WBE, SBE or Local); Warren Distribution, of Santa Fe Springs, CA (MBE, not a WBE, SBE or Local); H and H Auto Parts Wholesale, of Pacoima, CA (SBE, not an MBE, WBE or Local); and, American Moving Parts, of Los Angeles, CA (SBE, not an MBE, WBE or Local), for furnishing and delivering general automotive parts, in an annual combined amount not to exceed \$840,000, for a period of two years, with the option to renew for two additional one-year periods, at the discretion of the City Manager. (Citywide)

City Council approval is being requested to enter into annual contracts with Friction Materials Company, Superior Truck Supply, Factory Motor Parts, Battery Systems, Inc., Truck Lighthouse, Warren Distribution, H and H Auto Parts Wholesale, and American Moving Parts, to furnish and deliver general automotive parts, supplies, and batteries to support the vehicle maintenance programs for the Departments of Financial Management, Harbor and Water. The City anticipates approximately 2,300 vehicles and equipment will be affected by these contracts.

Due to the variety of vehicles and equipment in the City's fleet, it is necessary to have multiple vendors available to meet all of the needs of the various City departments. The Purchasing Division worked with the Fleet Services Bureau to develop a comprehensive bid that encompassed all general automotive parts needs. Based on expenditures from prior years, the combined annual not to exceed amount is estimated to total \$840,000, including tax. These bid specifications allow the City to achieve economies of scale and ensure the City is receiving the most competitive prices.

The bid was advertised in the Press-Telegram on July 12, 2013, and 302 potential bidders specializing in general automotive parts were notified of the bid opportunity. Of those bidders, 28 downloaded the bid via our electronic 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.longbeachgov/purchasing. A bid 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. Nine bids were received on July 26, 2013. Of those nine bidders, one was a Minority-owned Business Enterprise (MBE), none were Women-owned Business Enterprises (WBEs), four were certified Small Business Enterprises (SBEs), and two were Long Beach businesses (Local). Industrial Clutch and Brake, Inc., DBA Friction Materials Company of Long Beach, a Long Beach-based business; Superior Truck Supply, a Long Beach-based business; Elliott Auto Supply Company, Inc., DBA Factory Motor Parts, of Anaheim, CA; Battery Systems, Inc., of Garden Grove, CA; Truck Lighthouse, of Santa Fe Springs, CA; Warren Distribution, of Santa Fe Springs, CA; H and H Auto Parts Wholesale, of Pacoima, CA; and, American Moving Parts, of Los Angeles, CA, were the lowest responsible bidders in their respective categories.

Local Business Outreach

In an effort to align with our local outreach goal, Long Beach businesses are encouraged to submit bids for City contracts. The Purchasing Division also assists businesses with registering on the Bids Online database to download the bid specifications. Through outreach, 63 Long Beach vendors were notified to submit bids, of which eight downloaded and two 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 and by Budget Management Officer Victoria Bell on October 7, 2013.

City Council action to adopt Specifications No. PA-05713 and award the contracts concurrently is requested on October 22, 2013 to ensure that the contracts are in place expeditiously.

Sufficient funds to cover the annual combined not to exceed amount of \$840,000 are budgeted in the Fleet Services Fund (IS 386) in the Department of Financial Management (FM) for \$700,000; in the Harbor Department (HA) for \$50,000; and, in the Water Department (WA) for \$90,000. Fleet Services costs are recovered through maintenance charges to the vehicle and equipment user departments. The award of these contracts will provide continued support to our local economy by assisting in the preservation of employment for 72 full-time employees residing in Long Beach.

Approve recommendation.

JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:

PATRICK H. WEST
CITY MANAGER