



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

R-23

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December 6, 2016

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. ITB FS16-175 and award contracts to Enterprise Rent-A-Car Company of Los Angeles, LLC, of Long Beach, CA, and Bob Wondries Motors, dba Wondries Fleet Group, of Alhambra, CA, for the purchase of used vehicles, in an aggregate annual amount not to exceed \$500,000 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)

DISCUSSION

City Council approval is requested to enter into contracts with two vehicle dealers to purchase approximately 20 used vehicles per year, at an average cost of \$25,000 each, to support undercover operations by the Long Beach Police Department. The Police Department currently has 80 unmarked vehicles to use for surveillance operations, with an average age of 7.65 years. Of those units, 40 are nine years old or older, with an average usage of 90,856 miles. These units are requiring repairs and maintenance more frequently and it is more difficult to obtain parts needed for maintenance and repairs due to the age of the vehicles.

The bid was advertised in the Long Beach Press-Telegram on August 26, 2016, and 1,234 potential bidders specializing in transportation, automotive parts, and services were notified of the bid opportunity. Of those bidders, 18 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 Purchasing 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 22 local, minority, and women-owned business groups. Three bids were received on September 15, 2016. Of those bidders, one was a Minority-owned Business Enterprise (MBE), none were Women-owned Business Enterprises (WBEs), one was a certified Small Business Enterprise (SBE), and two were Long Beach businesses (Local). Enterprise Rent-A-Car Company of Los Angeles, LLC, of Long Beach, CA (Local; not MBE, WBE, DBE or SBE), and Wondries Fleet Group, of Alhambra, CA (MBE; not WBE, DBE, SBE or Local), were the lowest responsible bidders.

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, 173 Long Beach vendors were notified to submit bids, of which two downloaded and submitted bids. 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 Monica J. Kalaita on November 8, 2016 and by Budget Analysis Officer Julissa Jose-Murray on November 16, 2016.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. ITB FS16-175 and award contracts concurrently is requested on December 6, 2016, to ensure that the contracts are in place expeditiously.

FISCAL IMPACT

The aggregate annual contract amount will not exceed \$500,000, and is budgeted in the Fleet Services Fund (IS 386) in the Financial Management Department (FM) and in the General Fund (GF) in the Police Department (PD). The award of these contracts will provide continued support to our local economy by assisting in the preservation of employment for 16 full-time employees residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,


JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:


PATRICK H. WEST
CITY MANAGER