

May 9, 2023

C-10

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager, or designee, to execute all documents necessary to amend Contract No. 34940 with Elite Line Services, Inc., a Florida corporation, for maintenance services of the Baggage Handling System at the Long Beach Airport, to increase the contract amount by \$381,273, plus a 10 percent contingency in the amount of \$38,127, for a revised contract amount not to exceed \$5,525,594, and extend the term of the contract to September 30, 2023; and,

Increase appropriations in the Airport Fund Group in the Airport Department by \$419,400, offset by Airport operating revenue. (Districts 4, 5)

DISCUSSION

City Council approval is requested to amend Contract No. 34940 with Elite Line Services, Inc. (ELS), for maintenance services of the Baggage Handling System (BHS) at the Long Beach Airport (Airport) to increase contract authority and extend the term for an additional four months through September 30, 2023.

On April 17, 2018, the City Council awarded a contract to ELS as part of its adoption of RFP No. AP18-035 for maintenance services of the Baggage Handling System at the Airport, for a period of three years with an option to renew for two additional one-year periods.

A Request for Proposal (RFP) for the BHS maintenance was released on March 29, 2023. A new contract is expected to be awarded by September 2023, subject to City Council approval. To avoid a lapse in service and allow sufficient time to complete the procurement process, an increase of \$419,400 to Contract No. 34940 and an extension of the term of the contract through September 30, 2023, is requested. The Airport is mandated by federal regulations to maintain and operate a safe, secure, and efficient airport to facilitate air travel services. The Airport's BHS is crucial to meeting these requirements and any lapse in service may adversely impact Airport operations.

This matter was reviewed by Principal Deputy City Attorney Richard F. Anthony on April 6, 2023, Purchasing Agent Michelle Wilson on April 14, 2023, and by Budget Analysis Officer Greg Sorensen on April 20, 2023.

HONORABLE MAYOR AND CITY COUNCIL

May 9, 2023

Page 2

TIMING CONSIDERATIONS

City Council action to amend Contract No. 34940 is requested on May 9, 2023, to ensure there is no interruption to air travel services.

FISCAL IMPACT

The requested action increases the Contract authority with ELS by \$419,400. The total contract amount will not exceed \$5,525,594. An increase in appropriations of \$419,400 in the Airport Fund Group in the Airport Department will be offset by Airport operating revenue. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. The award of this contract will provide continued support to our local economy by assisting in the preservation of employment for one full-time employee residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



CYNTHIA GUIDRY
DIRECTOR, LONG BEACH AIRPORT

APPROVED:



THOMAS B. MODICA
CITY MANAGER