



CITY OF LONG BEACH

C-9

DEPARTMENT OF FIRE

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DAVID W. ELLIS
FIRE CHIEF

October 23, 2007

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager to execute an agreement and any subsequent amendments and all related documents to purchase furniture and office components from Office Furniture Group Inc., for a total cost not to exceed \$168,000. (Citywide)

DISCUSSION

On April 24, 2007, the City Council authorized the City Manager to execute a lease at 3205 Lakewood Boulevard for hangar, warehouse and office space for the relocation of the Long Beach Fire Department (LBFD) Headquarters and the Long Beach Police Department Field Services Division. Upon expiration of the ground lease, the building will revert to City ownership.

The report also described the one-time costs associated with furniture purchases and installation, moving expenses, technology infrastructure, cable infrastructure and audio-visual equipment for the relocation. These one-time costs are supported using non-General Fund means and other one-time resources. This is a request to purchase and install modular offices and furnishings to serve the Fire Prevention inspectors, plan checkers and other staff, as well as the training and education rooms. The fixed space dividers and built-in workspaces at LBFD's current location cannot be transferred.

Three bidders specializing in office furnishings submitted bids; none are Minority-owned Business Enterprises (MBEs), one is Women-owned Business Enterprise (WBEs), one is a Long Beach business, and none are certified Small Business Enterprises (SBEs). Office Furniture Group Inc. of Long Beach is the lowest responsible bidder.

This matter was reviewed by Deputy City Attorney Gary Anderson on October 15, 2007 and by Budget Management Officer Victoria Bell on October 12, 2007.

TIMING CONSIDERATIONS

City Council action on this matter is requested on October 23, 2007 to facilitate processing the agreement and installing the equipment prior to the move of LBFD.

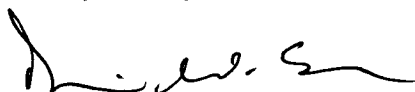
FISCAL IMPACT

The FY 07 budget of the Fire Department (FD) included \$450,000 for this and other moving costs and the unspent portion will be reappropriated in FY 08. There is no impact on the General Fund.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



DAVID W. ELLIS
FIRE CHIEF

APPROVED:

for 
PATRICK H. WEST
CITY MANAGER