



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802

October 4, 2005

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager to enter into a contract with Safeway Signs Company to furnish traffic signs to the City of Long Beach in an amount not to exceed \$180,000 commencing November 15, 2004 and extend the contract through January 15, 2006. (Citywide)

DISCUSSION

In November of 2004, the Purchasing Division of Financial Management, in accordance with Financial Policies and Procedures 3-1.4, solicited bids through a competitive process for furnishing traffic signs to the City. Safeway Signs Company, being the lowest responsible bidder, was awarded a purchase order in the amount of \$90,000, based on historical expenditures, for a period of one year.

Due to the installation of a large number of traffic signs for specialized projects, such as the creation or modification of preferential parking districts throughout the City, purchases will now exceed \$100,000 and necessitate a formal contract. Therefore, City Council approval is being requested to execute a contract with Safeway Signs Company to continue furnishing traffic signs to the City of Long Beach while a formal bid procedure is executed.

On October 5, 2004, 34 potential bidders were notified of the bid opportunity; five are Minority-owned Business Enterprises (MBEs), five are Woman-owned Business Enterprises (WBEs), and four are Long Beach businesses. The bid document was made available from the Purchasing Division located on the Plaza Level of City Hall and the Division's website at www.lbpurchasing.org. A bid announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities sent to 32 local, minority, and women's groups. Bids were opened on November 11, 2004. Safeway Signs Company, a MBE of Adelanto, CA, was the lowest responsible bidder.

This matter was reviewed by Senior Deputy City Attorney Donna F. Gwin on September 26, 2005 and by Budget Management Officer David Wodynski on September 20, 2005.

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TIMING CONSIDERATIONS

City Council action is requested on October 4, 2005 to ensure the continued availability of traffic signs. The current purchase order has been expended.

FISCAL IMPACT

Annual expenditures, including those disbursed through the purchase order, will not exceed \$180,000. Sufficient funds for the contract are budgeted in the General Fund (GP) in the Department of Public Works (PW). A formal competitive bid will be processed prior to the expiration of this contract on January 15, 2006.

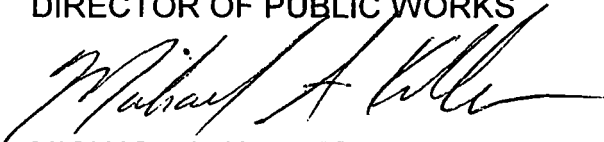
SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



CHRISTINE F. ANDERSEN
DIRECTOR OF PUBLIC WORKS



MICHAEL A. KILLEBREW
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:



GERALD R. MILLER
CITY MANAGER