



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard 7th Floor • Long Beach, CA 90802 • (562) 570-6200 • Fax (562) 499-1097

October 6, 2015

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP FM15-167 and award contract to Parsons Constructors, Inc., of Pasadena, CA, for as-needed professional Project Labor Agreement (PLA) administration services, in an annual amount not to exceed \$280,000, for a period of one year, with the option to renew for four additional one-year periods, at the discretion of the City Manager. (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract for as-needed PLA administration services. Services are used Citywide to fulfill the requirement for the administration of the PLA adopted by the City Council on April 7, 2015, for all covered contracts over \$500,000, over a five-year period. The PLA between the City and the Los Angeles and Orange County Building Trades Council was executed on May 22, 2015.

The Department of Financial Management's Business Services Bureau is responsible for coordination and oversight of all construction compliance monitoring. Services provided by the selected firm will assist the City in ensuring conformity to the newly established Citywide PLA and providing data relative to reporting requirements therein, while existing staff is responsible for the administrative oversight for these services.

A Request for Proposals (RFP) was advertised in the Press-Telegram on July 24, 2015, and 3,822 potential bidders specializing in professional, scientific, architectural and technical services were notified of the RFP opportunity. Of those proposers, 47 downloaded the specifications via our electronic bid system. The RFP document was made available through the Purchasing Division located on the seventh floor of City Hall, and the Division's website at www.longbeach.gov/purchasing. An RFP 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. Six proposals were received on August 17, 2015. Of those six proposals, two were Disadvantaged Business Enterprises (DBEs), two were Minority-owned Business Enterprises (MBEs), one was a Woman-Owned Business Enterprise (WBE), three were certified Small business Enterprises (SBEs), and none were Long Beach businesses (Local).

A selection committee, comprised of staff from three City departments, reviewed and evaluated all proposals on the criteria stated in the RFP. Three proposals were selected by the committee for further review and consideration, of which one demonstrated the highest level of competence, experience in performance of comparable engagements, expertise and availability of key personnel, financial stability, and conformance with the terms of the RFP. The selection committee determined that the proposal from Parsons Constructors, Inc. (not an MBE, WBE, SBE or Local), was the most responsive and responsible to the terms of the RFP and will provide the best value for the City's needs.

Local Business Outreach

In an effort to align with the City's outreach goal, Long Beach Businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the Bids Online database to download the RFP specifications. Through outreach, 436 Long Beach vendors were notified to submit proposals, of which three downloaded and none 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 Linda T. Vu on September 16, 2015 and by Budget Management Officer Victoria Bell on September 17, 2015.

TIMING CONSIDERATION

City Council action to adopt Specifications No. RFP FM15-167 and award a contract concurrently is requested on October 6, 2015, to ensure that a contract is in place expeditiously.

FISCAL IMPACT

The total annual contract amount will not to exceed \$280,000. The services will be provided on an as-needed basis, and the firm will not be utilized except in cases where project funding is already appropriated. The award of this contract will provide continued support to our local economy.

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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

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APPROVED:



PATRICK H. WEST
CITY MANAGER