

CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard • Long Beach, CA 90802 • (562) 570-6845 • Fax (562) 570-5836

October 23, 2012

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. PA-02212 and award a contract to AW Associates, Inc., of Corona, CA (WBE; not an MBE, SBE or Local), for furnishing and delivering fuel site repair, maintenance and designated operator services, in an annual amount not to exceed \$180,000, for the period of one year, 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 a contract with AW Associates, Inc., for furnishing and delivering fuel site repair, maintenance and designated operator for the City's fuel sites. The vendor will maintain and ensure compliance to perform Underground Storage Tank (UST) Designated Operator's inspection, training, testing and certification as well as provide parts, repairs, maintenance and testing services. The technicians are International Code Certified (ICC), as required by the State. Previously, the City has issued two contracts for these services; however, through streamlining and consolidation, the City generated revised specifications and issued one invitation to bid for all services. The City's goal, through the consolidation of these services, is to receive an increased level of services and cost savings. The Department of Public Works, Fleet Service Bureau, maintains and repairs City fuel and generator sites Citywide, in accordance with State regulations, a Stipulated Agreement with the Attorney General's office, and a comprehensive UST Compliance Program.

The bid was advertised in the Press-Telegram on August 8, 2012, and 292 potential bidders specializing in fuel site repair, maintenance and designated operator were notified of the bid via our electronic bid system. Of those bidders, 52 downloaded the

bid specifications. The bid document was also made available from the Purchasing Division, located on the seventh floor of City Hall, and the 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 30 local, minority, and women-owned business groups. Five bids were received on August 17, 2012. Of those five bidders, two were Minority-owned Business Enterprises (MBEs), one was Women-owned Business Enterprise (WBE), none were certified Small Business Enterprises (SBEs), and none were Long Beach businesses (Local). AW Associates, Inc., of Corona, CA (WBE; not an MBE, SBE or Local), was the lowest responsible bidder.

Local Business Outreach

In an effort to align with our outreach goal, Long Beach businesses were encouraged to submit bids for City contracts. The Purchasing Division also assisted businesses with registering on the Bids Online database to download the bid specifications. Through outreach, 30 Long Beach vendors were contacted to submit bids, of which three downloaded the bid but no bids were submitted. 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 Amy R. Webber on October 3, 2012 and Budget Manager Dennis Strachota on October 8, 2012.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. PA-02212 and award a contract concurrently is requested on October 23, 2012 to ensure that the contract is in place expeditiously.

FISCAL IMPACT

The cost of this contract, in an annual amount not to exceed \$180,000, is budgeted in the Fleet Services Fund (IS 386) in the Department of Public Works (PW). Costs are recovered from the user departments through monthly UST charges or direct charges for proprietary projects. There is no local job impact associated with the recommendation.

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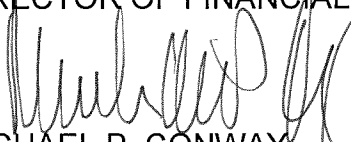
SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT



MICHAEL P. CONWAY
DIRECTOR OF PUBLIC WORKS

APPROVED:



PATRICK H. WEST
CITY MANAGER