



# CITY OF LONG BEACH

# C-12

## DEPARTMENT OF PUBLIC WORKS

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September 8, 2015

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

### RECOMMENDATION:

Adopt Specifications No. ITB PW15-136 and authorize the City Manager to execute a contract with Ascent Elevator Services, Inc. of Cerritos, CA, for as-needed elevator maintenance and repair, in an annual amount not to exceed \$150,000, for a period of two years, 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 Ascent Elevator Services, Inc., to provide consolidated, preventive maintenance, repair, inspection, and emergency response services for City elevators at various locations Citywide. The City owns and operates over 61 elevators manufactured by several different companies. These elevators, which vary in condition, are located in over 25 City facilities throughout the City.

The bid was advertised in the Press-Telegram on June 5, 2015, and 6,341 potential bidders specializing elevator maintenance and repair were notified of the bid opportunity. Of those bidders, 26 downloaded the bid document via our electronic bid system. The bid document was made available from the Purchasing Division, located on the seventh floor of City Hall and the Division's website at [www.longbeach.gov/purchasing](http://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 22 local, minority and women-owned business groups. Five bids were received on June 18, 2015. Of those bidders, one was a Minority-owned Business Enterprise (MBE), one was a Women-owned Business Enterprise (WBE), three were certified Small Business Enterprises (SBEs), none were Disadvantaged Business Enterprises (DBEs), and none were Long Beach businesses (Local). Ascent Elevator Services, Inc., of Cerritos, CA (SBE; not an MBE, WBE, DBE, or Local), is the lowest responsible bidder.

### **Local Business Outreach**

In an effort to align with our outreach goal, Long Beach businesses are encouraged to submit bids for City contracts. The Purchasing Division assists businesses with registering on the Bids Online database to download bid specifications. Through outreach, 649 Long Beach vendors were notified to submit bids, of which none downloaded or 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 Amy R. Webber on August 19, 2015 and by Budget Management Officer Victoria Bell on August 20, 2015.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. ITB PW15-136 and award contract concurrently is requested on September 8, 2015, to ensure that the contract is in place expeditiously. An interim contract has been implemented to maintain service and will expire on October 1, 2015.

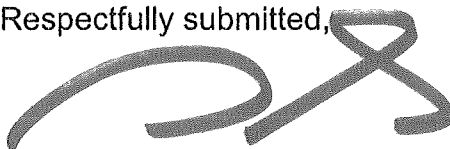
FISCAL IMPACT

Annual contract costs will not exceed \$150,000. Sufficient funds are budgeted in the General Fund (GF) and the Civic Center Fund (IS 380) in the Public Works Department (PW). There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

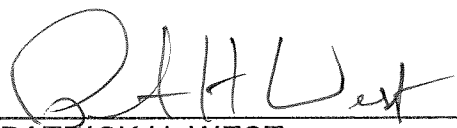


ARA MALOYAN, PE  
DIRECTOR OF PUBLIC WORKS



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:



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PATRICK H. WEST  
CITY MANAGER