

C-8

November 15, 2022

HONORABLE MAYOR AND CITY COUNCIL

City of Long Beach

California

RECOMMENDATION:

Authorize the City Manager, or designee, to execute all documents necessary to amend Contract No. 32100479 with United Site Services of California, Inc., of Dallas, TX, for furnishing and delivering chemical toilets and related products, to increase the annual contract amount by \$300,000, for a revised annual contract amount not to exceed \$500,000, and extend the term of the contract to September 10, 2023. (Citywide)

DISCUSSION

City Council approval is requested to amend Contract No. 32100479 with United Site Services of California, Inc. (USS) for furnishing and delivering chemical toilets and related products. Various City of Long Beach (City) departments require rental of portable toilets, sinks, and related products for ongoing or short-term events.

USS is the City's current chemical toilet vendor and was awarded after a competitive bid process via ITB No. LB18-114. The current contract in an annual amount not to exceed \$200,000, was authorized under City Manager authority in accordance with procurement policies and procedures. As such, the current contract, which is in year three of four, is in an amount of \$600,000. There is one remaining renewal option, which would expire on September 10, 2023.

To ensure sufficient funds are available for future services, both planned and unexpected, additional funds are required. A new procurement for furnishing and delivering chemical toilets and related products will be completed prior to this existing contract's expiration on September 10, 2023. The new procurement and subsequent contract will be available once the current one expires, and this request will ensure sufficient funds are available during the final term of this contract.

This matter was reviewed by Deputy City Attorney Erin Weesner-McKinley on October 27, 2022, Purchasing Agent Michelle Wilson on October 20, 2022, and by Budget Operations and Development Officer Rhutu Amin Gharib on October 26, 2022.

TIMING CONSIDERATIONS

City Council action to amend Contract No. 32100479 is requested on November 15, 2022, to ensure there is no interruption to services.

FISCAL IMPACT

The requested amendment will increase the annual contract authority with USS by \$300,000 for a revised annual contract in an amount not to exceed \$500,000 and an aggregate contract amount not to exceed \$1,100,000. The contract will be used Citywide and is budgeted in various fund groups and departments. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



KEVIN RIPER

DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:



THOMAS B. MODICA
CITY MANAGER