

CITY OF LONG BEACH



DEPARTMENT

CHRISTOPHER J. GARNER  
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November 18, 2014

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California**RECOMMENDATION:**

Adopt Specifications No. RFP GO14-137 and award a contract to D. Woolley & Associates, Inc., of Tustin, CA for as-needed surveying services in an annual amount not to exceed \$300,000, 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**

The Department of Long Beach Gas and Oil (LBGO) is requesting City Council approval to contract with D. Woolley & Associates, Inc., for as-needed professional land surveying services in connection with pipeline construction, oil field management, and other related activities. LBGO requires expertise and equipment not available with existing City resources, for work including preliminary design surveys, construction staking, control surveys, global positioning surveys (GPS), and land elevation levels.

A Request for Proposals (RFP) was advertised in the Press-Telegram on August 7, 2014, and 3,208 potential bidders specializing in surveying services were notified of the RFP opportunity. Of those bidders, 50 downloaded the RFP via the electronic bid system. The RFP 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). An 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. Nine proposals were received on September 3, 2014. Of those nine proposers, none were Minority-owned Business Enterprises (MBEs), none were Women-owned Business Enterprises (WBEs), one was a certified Small Business Enterprise (SBE), and none were Long Beach businesses (Local). D. Woolley & Associates, Inc., of Tustin, CA (an SBE, not MBE, WBE, or Local), was determined to be the most qualified firm.

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This matter was reviewed by Deputy City Attorney Richard Anthony on October 22, 2014, and by Budget Management Officer Victoria Bell on October 29, 2014.

TIMING CONSIDERATIONS

City Council approval is requested on November 18, 2014 to ensure timely execution of a contract with the service provider.

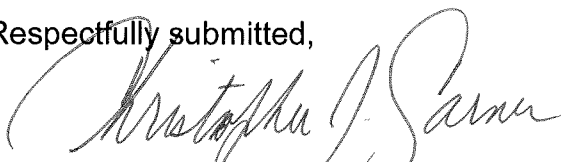
FISCAL IMPACT

The contract amount will not exceed \$300,000 annually, and is budgeted in the Tidelands Oil Revenue Fund (NX 420) and the Gas Fund (EF301) in the Long Beach Gas and Oil Department (GO). The majority of surveying activity will occur in the Tidelands area in support of oil operations (estimated at 75 percent). Additional surveying will focus on as-needed gas pipeline construction and be paid for by the Gas Fund. The award of this contract will provide continued support to our local economy.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



CHRISTOPHER J. GARNER  
DIRECTOR OF LONG BEACH GAS AND OIL



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

CJG:SCB:KAH  
CCL 11-18-14\_D Woolley & Assoc Contract.Docx

APPROVED:



PATRICK H. WEST  
CITY MANAGER