



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

R-22

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September 23, 2008

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Amend Contract No. 28522 with Bell Building Maintenance Co., Contract No. 28552 with Goodwill Industries and Contract No. 28599 with Grace Building Maintenance Co. to extend the current custodial services contracts through April 30, 2009 by an amount not to exceed \$440,000, pending completion of a competitive bid process. (Citywide)

DISCUSSION

City Council approval is being requested to amend the current custodial services contracts with Bell Building Maintenance Co., adding \$210,000; Goodwill Industries, adding \$74,000; and, Grace Building Maintenance Co., adding \$156,000. The contracts for custodial services will expire on September 31, 2008. The Department of Financial Management, Purchasing Division solicited Invitations to Bid (ITB) for custodial services in June 2008. The ITB closed on July 8, 2008. After thorough review of the four submitted bids, it was decided to reject all bids, due to incorrect interpretation of the bid sheet instructions. The bid documents will be reviewed and revised and a new ITB issued in an attempt to enlarge the pool of potential bidders. It is Financial Management's goal to simplify the bid sheets and provide a more thorough and supportive pre-bid meeting that focuses on bid document instruction and assistance. Due to the extensive time and work required to incorporate the new specifications derived from the Custodial Optimization Study and the need to continue service until a new contract can be awarded, City Council approval is requested to extend the current contracts until April 30, 2009.

This matter was reviewed by Deputy City Attorney Amy R. Burton on September 3, 2008 and Budget Management Officer Victoria Bell on September 4, 2008.

TIMING CONSIDERATIONS

City Council action to amend Contract Nos. 28522, 28552 and 28599 to extend the current custodial services contract with Bell Building Maintenance Co., Goodwill Industries and Grace Building Maintenance Co. until April 30, 2009, is requested on September 23, 2008 to ensure service is continued without interruption.

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FISCAL IMPACT

The cost of these contracts, in the estimated annual amount of \$440,000 is budgeted in various funds of the Community Development, Fire, Library Services, Parks, Recreation and Marine, Police, Public Works, and Technology Services departments. This estimate is based on historical expenditures and the increase in minimum wage.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



LORI ANN FARRELL
DIRECTOR OF FINANCIAL MANAGEMENT/CFO

LAF:ES
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APPROVED:


PATRICK H. WEST
CITY MANAGER