

March 15, 2022

HONORABLE HOUSING AUTHORITY COMMISSION  
City of Long Beach  
California

## RECOMMENDATION:

Authorize the Long Beach Housing Authority, or designee, to execute all documents necessary to amend Contract No. 36189 with Corporate Business Interiors (CBI), of Newport Beach, CA, for the purchase of items to furnish the new Housing Authority building located at 1500 Hughes Way, to increase the contract amount by \$200,000, for a revised contract amount not to exceed \$1,300,000, and extend the term of the contract to January 14, 2023. (Citywide)

## DISCUSSION

The Long Beach Housing Authority (Housing Authority) executed Contract No. 36189 (Contract) with CBI on April 28, 2020, for installation of furniture pieces and related products and services with an effective date of May 1, 2020. Authority from the Housing Commission was obtained on August 11, 2020 to enter into an agreement with AllSteel, Inc., (AllSteel). CBI acts as the distributor for AllSteel products. AllSteel, through CBI, has the ability to provide the requested services at a competitive rate providing the best value to the City. Region 4 Education Service Center solicited a competitive procurement and awarded a contract to AllSteel. Housing Authority was previously authorized to piggyback off the competitive procurement for the purchase of furniture, installation and related products and services.

Housing Authority signed a lease for a new building located at 1500 Hughes Way, Long Beach, CA 90810. Although most furnishings have been purchased there is still a need to provide additional furnishing to complete the move. Given the need, staff is requesting an extension to the Contract by one year and an increase in the contracted amount by \$200,000.

This matter was reviewed by Principal Deputy City Attorney Richard F. Anthony on February 23, 2022, Business Services Bureau Manager Tara Mortensen on February 17, 2022, and by Budget Analysis Officer Greg Sorensen on February 25, 2022.

## TIMING CONSIDERATIONS

Housing Authority action is requested on March 15, 2022 to have contracts in place to address any requested additional changes necessary to fully furnish the space located at 1500 Hughes Way, Long Beach, CA 90810.

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FISCAL IMPACT

The total aggregate amount of the contract will not exceed \$1,300,000 and includes a \$200,000 increase to the contract with Corporate Business Interiors. Sufficient appropriation is budgeted in the Housing Authority Grants Fund Group in the Health and Human Services Department. Furniture modification orders will be funded by the requesting department, prior to the modifications being ordered. 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,

APPROVED:



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KELLY COLOPY  
ASSISTANT EXECUTIVE DIRECTOR

APPROVED:



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THOMAS B. MODICA  
EXECUTIVE DIRECTOR