



# CITY OF LONG BEACH

# C-10

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard 6<sup>th</sup> Floor • Long Beach, CA 90802 • (562) 570-6845 • Fax (562) 570-5836

February 3, 2009

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Authorize the City Manager to execute an amendment to Contract No. 29996 with Waxie's Enterprises, Inc., dba Waxie Sanitary Supply, to increase the annual contract by an amount not to exceed \$100,000 for the purchase of custodial supplies. (Citywide)

## DISCUSSION

City Council approval is being requested to increase Contract No. 29996 with Waxie's Enterprises, Inc., dba Waxie Sanitary Supply, to purchase and deliver custodial supplies to support ongoing custodial maintenance needs at various City facilities and to support "green" and sustainable product usage.

In December 2006, the Department of Financial Management, Purchasing Division, solicited bids through a competitive process for custodial supplies. Waxie Sanitary Supply of Santa Ana, CA (not an MBE, WBE, local or SBE) was the lowest responsible bidder.

On March 20, 2007, City Council authorized a contract with Waxie Sanitary Supply in the estimated annual amount of \$375,000 for custodial supplies. The term of the contract was for one year with the option of two one-year renewals and is due for the second renewal on March 31, 2009.

Due to the number of departments using this service, the initial approved contract amount has been exhausted. Departments using this contract include Public Works; Parks Recreation & Marine; Health & Human Services; Airport; Gas & Oil; Fire; Police; Technology Services; Water and Harbor. Custodial supplies are essential for the upkeep of both City work areas and public facilities.

In order to support ongoing custodial maintenance needs without interruption, it is requested that the current contract with Waxie Sanitary Supply be increased by an amount not to exceed \$100,000.

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Based on the increase in spending on janitorial/custodial supplies, the Department of Financial Management, Purchasing Division, determined that it would be in the best interest of the City to choose to not exercise the renewal option on the current contract, which expires March 31, 2009. The Purchasing Division will go out to bid to ensure that the City has the most competitive current pricing.

This matter was reviewed by Deputy City Attorney Amy R. Burton on January 13, 2009 and by Budget Management Officer Victoria Bell on January 15, 2009.

TIMING CONSIDERATIONS

City Council action to amend this contract is requested on February 3, 2009 to allow purchases of custodial supplies, thereby avoiding any interruption of ongoing custodial maintenance.

FISCAL IMPACT

The requested increase of this contract, in the amount of \$100,000, is allocated in the various participating departments' fiscal year 2009 budgets. The departments utilizing this contract will be responsible for managing these expenditures within their current adopted budgets.

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