



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

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August 9, 2011

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. PA-02211 and award a contract to R & S Overhead Doors of South Bay, Inc., of Gardena, CA (not an MBE, WBE, SBE, or Local), for furnishing and delivering as-needed electric door and rolling gate maintenance service and parts, in an amount not to exceed \$250,000, for a period of one year, with the option to renew for two additional one-year periods, at the discretion of the City Manager. (Citywide)

DISCUSSION

City Council approval is being requested to enter into an annual Citywide contract with R & S Overhead Doors of South Bay, Inc., for furnishing and delivering as-needed electric door and rolling gate maintenance service and parts. This contract will provide repair service and parts for overhead doors or rolling gates at various City facilities. Many of these facilities provide emergency services that require vehicles to enter or leave facilities at all times. Due to site security and safety, the on-going functionality of these doors is a critical factor for City operations. This contract will provide a 60-minute response time from the point of a service call to ensure minimal downtime. The participating departments in this contract are Long Beach Airport, Fire, Harbor, Parks, Recreation, and Marine, Police, Public Works and Water. There are approximately 200 doors at multiple locations throughout the City.

The bid was advertised in the Press-Telegram on April 28, 2011 and 618 potential bidders specializing in electric door and rolling gate maintenance service and parts were notified of the bid opportunity. Of those bidders, 11 downloaded the bid via our electronic bid system. The bid 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. A bid announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 30 local, minority and women's business groups. Four bids were received on May 10, 2011. Of those four bidders, none were Minority-owned Business Enterprises (MBEs), one was a Women-owned Business Enterprise (WBE), none were certified Small Business Enterprises (SBEs), and none were Long Beach Businesses (Local). R & S Overhead Doors of South Bay, Inc., of Gardena, CA (not an MBE, WBE, SBE, or Local), was the lowest responsible bidder.

Local Business Outreach

Our outreach goal is to encourage Long Beach businesses to participate in City procurement processes and submit proposals for City contracts. We assist businesses with registering on our Bids Online database to download the bid specifications. Ten Long Beach vendors were contacted to offer local outreach, of which two downloaded the bid, but neither submitted a bid. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Amy R. Burton on July 18, 2011 and Budget Management Officer Victoria Bell on July 22, 2011.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. PA-02211 and award a contract is requested on August 9, 2011 to ensure that the contract is in place expeditiously.

FISCAL IMPACT

The cost of this contract, in an annual amount not to exceed \$250,000, is budgeted in various departments and funds. This amount is based on historical expenditures. The award of this contract will provide continued support to our local economy by assisting in the preservation of three full-time employees residing in Long Beach with employment.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT/CFO

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APPROVED:



PATRICK H. WEST
CITY MANAGER