



CITY OF LONG BEACH

R-30

DEPARTMENT OF FINANCIAL MANAGEMENT

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August 5, 2008

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. PA-01608 and award a contract to West-Lite Supply Company, Inc., to furnish and deliver lamps and lighting fixtures, in an annual amount of \$200,000 plus a 10 percent contingency if necessary and if funds are available, 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 requested to enter into an annual contract with West-Lite Supply Company, Inc., to furnish and deliver lamps and lighting fixtures.

The bid was advertised on June 6, 2008, and 149 potential bidders specializing in lamps and lighting fixtures were notified of the bid opportunity; 13 were Minority-owned Business Enterprises (MBEs), 25 were Women-owned Business Enterprises (WBEs), 18 were Long Beach businesses, and 28 were certified Small Business Enterprises (SBEs). The bid document was made available from the Purchasing Division, located on the Plaza Level 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 business groups. Bids were opened on June 25, 2008. West-Lite Supply Company, Inc., of Cerritos, CA (a WBE), was the lowest responsible bidder.

This item was reviewed by Deputy City Attorney Amy R. Burton on May 27, 2008 and Budget Management Officer Victoria Bell on July 14, 2008.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. PA-01608 and award a contract concurrently is requested on August 5, 2008 to ensure that a new contract is in place expeditiously.

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FISCAL IMPACT

The cost of this contract is estimated to be \$200,000. Funding is budgeted in various participating departments. The City will have the option of adding expenditures up to 10 percent (or \$20,000) above the contract amount, if necessary and if funds are available.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



LORI ANN FARRELL
DIRECTOR OF FINANCIAL MANAGEMENT/CFO

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APPROVED:



PATRICK H. WEST
CITY MANAGER