



CITY OF LONG BEACH

C-8

DEPARTMENT OF FINANCIAL MANAGEMENT

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February 15, 2011

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. PA-00211 and award a contract to Diamond Environmental Services of San Marcos, CA (not an MBE, WBE, or SBE), for furnishing and delivering chemical toilet rentals in a combined estimated amount not to exceed \$104,000, 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 contract for furnishing and delivering chemical toilet rentals for use at various special events located at City parks, miscellaneous maintenance and construction projects, for long-term placement at various City parks that serve as back-up to the park restrooms, and other related purposes. The departments that will utilize this contract are Long Beach Airport, Development Services, Health and Human Services, Police, Parks, Recreation, and Marine, Public Works, and Water. This award combines the estimated annual requirements to secure pricing at the highest possible discount available.

The bid was advertised in the Press-Telegram on October 11, 2010, and 16 potential bidders specializing in chemical toilet rentals were notified of the bid opportunity. Of those bidders, 12 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 November 9, 2010. Of those four bidders, three were Minority-owned Business Enterprises (MBEs); two were Women-owned Business Enterprises (WBEs); three were certified Small Business Enterprises (SBEs); and one was a Long Beach Business (Local). Diamond Environmental Services, of San Marcos, CA (not an MBE, WBE, or SBE), was the lowest responsible bidder.

Local Business Outreach

Our outreach goal during the bid process is to encourage Long Beach businesses to take advantage of local preferences offered by the City and submit bids for City contracts. We assist businesses with registering on our Bids Online database to download the bid specifications. Eight Long Beach vendors were contacted to offer local outreach, of which one downloaded the bid, and one 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 January 26, 2011 and Budget Management Officer Victoria Bell on January 27, 2011.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. PA-00211 and award a contract concurrently is requested on February 15, 2011 to ensure that the contract is in place expeditiously.

FISCAL IMPACT

The cost of this contract, in the estimated annual amount not to exceed \$104,000, is budgeted in various funds of various City departments. This estimate is based on historical expenditures. There are no local jobs impacted by this action.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



WILLIAM YEOMANS
INTERIM DIRECTOR OF FINANCIAL MANAGEMENT

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APPROVED:



PATRICK H. WEST
CITY MANAGER