



CITY OF LONG BEACH

C-12

DEPARTMENT OF FINANCIAL MANAGEMENT

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January 23, 2007

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. PA-00707 and award contracts to Friction Materials Company; H & H Auto Parts Wholesale; The Lighthouse, Inc.; Pacific Supply Co.; and C & C Automotive Distributors for the purchase of automotive parts and supplies for a combined estimated annual amount of \$900,000 including tax, for the 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 multiple contracts to furnish and deliver automotive parts and supplies. The City enters into annual contracts for general automotive parts and supplies to support the City's fleet vehicle maintenance programs. Multiple contracts are utilized to secure the lowest possible price per bid section. Based on expenditures from the last year, inflation, and bringing stand-alone purchases into these contracts, the Public Works Department, Fleet Services Bureau, is requesting a 21 percent increase in the total estimated annual amount. These annual contracts are used primarily by Fleet Services, and to a lesser degree, by the Harbor and Water Departments, which maintain their own vehicles.

The bid was advertised on November 3, 2006, and 81 potential bidders specializing in auto-body parts and supplies were notified of the bid opportunity; six are Minority-owned Business Enterprises (MBEs), two are Women-owned Business Enterprises (WBEs), two are certified Small Business Enterprises (SBEs), and ten are Long Beach businesses. 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.lbpurchasing.org. A bid announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 32 local, minority and women's business groups. Bids were opened on November 17, 2006. Friction Materials Company of Long Beach, CA; H & H Auto Parts Wholesale of Arleta, CA; The Lighthouse, Inc. of Santa Fe Springs, CA; Pacific Supply Co. of Buena Park, CA; and C & C Automotive Distributors of Long Beach, CA, are the lowest responsible bidders.

This matter was reviewed by Deputy City Attorney Lori A. Conway on November 2, 2006 and Budget Management Officer David Wodynski on January 5, 2007.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. PA-00707 and award contracts concurrently is requested on January 23, 2007 to ensure contracts are in place as soon as possible.

FISCAL IMPACT

The total estimated cost of \$900,000 is budgeted in the Fleet Services Fund (IS 386) in the Public Works (PW), and in the respective funds of the Harbor (HA) and Water (WA) Departments. The estimated annual amount reflects a 21 percent increase from the previous contract. The City will have the option of adding expenditures up to 10 percent (or \$90,000) above the contract amount.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



CHRISTINE F. ANDERSEN
DIRECTOR OF PUBLIC WORKS



MICHAEL A. KILLEBREW
DIRECTOR OF FINANCIAL MANAGEMENT

MK:CA:JV
1-9-07 CCL - PA-00707 - Automotive Parts & Supplies

APPROVED:



GERALD R. MILLER
CITY MANAGER