



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

R-36

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November 13, 2018

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. ITB FS18-146 and authorize the City Manager, or designee, to execute all documents necessary to enter into contracts, including any necessary amendments, with Lehr Auto Electric, Inc., of Anaheim, CA, and Professional Police Supply, Inc. dba Adamson Police Products, of Los Alamitos, CA, for the purchase of emergency vehicle auxiliary equipment, in an annual aggregate amount of \$1,000,000, with a 10 percent contingency in the amount of \$100,000, for a total annual aggregate amount not to exceed \$1,100,000, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager. (Citywide)

DISCUSSION

City Council approval is requested to enter into contracts with Lehr Auto Electric, Inc., and Professional Police Supply, Inc., for the purchase of emergency vehicle auxiliary equipment.

The Fleet Services Bureau outfits an average of 200 vehicles annually with auxiliary equipment. Many sedans formerly used for patrol purposes are being replaced with utility vehicles that require different emergency response outfitting components. Typically, these components are reused from old to new vehicles; however, the sedan equipment is not compatible with the new utility vehicles. It is expected that the annual cost of outfitting units will decrease within the five-year cycle of the contract term because the utility vehicle auxiliary equipment will be reusable on new vehicles of the same type.

The bid was advertised in the Long Beach Press-Telegram on September 18, 2018, and 705 potential bidders specializing in automotive products and services were notified of the bid opportunity. Of those bidders, 16 downloaded the bid via the City's 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 22 local, minority, and women-owned business groups. Four bids were received on October 11, 2018. Of those bidders, one was a Minority-Owned Business Enterprise (MBE), one was a Women-Owned Business Enterprise (WBE), none were certified Small Business

Enterprises (SBEs) or Long Beach businesses (Local). Lehr Auto Electric, Inc. (not a MBE, WBE, SBE, or local), and Professional Police Supply, Inc. (WBE, not a SBE, MBE, or Local), were the lowest responsible bidders.

Local Business Outreach

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit bids for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download the bid specifications. Through outreach, 112 Long Beach vendors were notified to submit bids, of which one downloaded and none 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 Monica J. Kilaita on October 23, 2018 and by Budget Analysis Officer Julissa José-Murray on October 24, 2018.

TIMING CONSIDERATIONS

City Council action is requested on November 13, 2018, to ensure the new contracts are in place expeditiously.

FISCAL IMPACT

The aggregate amount of the contracts will not exceed \$1,100,000 annually. These costs are budgeted in the Fleet Services Fund (IS 386) in the Financial Management Department (FM). Outfitting costs are reimbursed to the Fleet Fund through vehicle capital replacement charges in the monthly Memorandum of Understanding (MOU) billing process to various funds and departments. Award of these contracts will provide continued support to our local economy by assisting in the preservation of employment for four full-time employees residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,


JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:


PATRICK H. WEST
CITY MANAGER