



CITY OF LONG BEACH

R-19

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard 6th Floor • Long Beach, CA 90802 • (562) 570-6845 • Fax (562) 570-5836

December 4, 2007

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. PA-00108 and Award Contracts to B & B Supply, Shamrock Supply Co. and W.W. Grainger to furnish and deliver miscellaneous hand and power tools, in the total estimated amount of \$300,000 plus a ten percent contingency, 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 being requested to enter into a Citywide contract for miscellaneous hand and power tools to ensure that the City's facilities are maintained and adequate tools and materials are available for ongoing maintenance for various City departments. The contracts combine the estimated requirement for all facilities with similar needs to secure pricing at the highest volume discount. Multiple awards are recommended to ensure adequate stock is available at the lowest cost.

The bid was advertised on September 19, 2007 and 70 potential bidders specializing in providing hand and power tools were notified of the bid opportunity; five are Minority-owned Business Enterprises (MBEs), twelve are Women-owned Business Enterprises (WBEs), sixteen are Long Beach businesses, and ten are 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's business groups. Bids were opened on October 3, 2007. B & B Supply and W.W. Grainger, both of Long Beach, CA, and Shamrock Supply, of Santa Ana, CA, were the lowest responsible bidders and none are an MBE/WBE or SBE.

This matter was reviewed by Deputy City Attorney Lori A. Conway on September 6, 2007 and Budget Management Officer Victoria Bell on November 20, 2007.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. PA-00108 and award contracts concurrently is requested on December 4, 2007 to ensure that contracts are in place expeditiously.

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FISCAL IMPACT

The cost of this contract, in the estimated annual amount of \$300,000, is budgeted in various funds of various City departments. This estimate is based on historical expenditures. The term of the contract will be for one year with the option to renew for two additional one-year periods. The City will have the option of adding expenditures up to 10 percent (or \$30,000 annually) above the contract amount.

SUGGESTED ACTION:

Approve recommendation.

Respectfully Submitted,



LORI ANN FARRELL
ACTING DIRECTOR OF FINANCIAL MANAGEMENT

LAF:ES:KW
12-4-07CL - PA-00108 - Misc. Hand & Power Tools

APPROVED:

for Christine J. Shipper
PATRICK H. WEST
CITY MANAGER