



CITY OF LONG BEACH
DEPARTMENT OF FINANCIAL MANAGEMENT

C-12

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802

May 18, 2004

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

SUBJECT: Adopt Specifications No. PA-01304 and Award Contract to Target Specialty Products to Furnish and Deliver Herbicide and Pesticide Supplies (Citywide)

DISCUSSION

City Council approval is requested to enter into an annual contract to furnish and deliver herbicide and pesticide supplies to support ongoing weed abatement at various City facilities.

The bid was advertised on March 12, 2004, and bids were opened on April 2, 2004. The bid document was made available from the Purchasing Division located at the Plaza Level of City Hall and the Division's website at www.lbpurchasing.org. All bidders registered for the Purchasing Division's "e-notify" service were notified of the bid opportunity. Eight potential bidders specializing in herbicide and pesticide supplies were identified in the Purchasing database; one is a Minority-owned Business Enterprise (MBE), one is a Women-owned Business Enterprise (WBE) and two are Long Beach businesses. A bid announcement was also included on the Procurement Hotline and on the Purchasing Division's weekly update of Open Bid Opportunities sent to 32 local, minority and women's groups. Target Specialty Products, of Santa Fe Springs, California, was the lowest responsible bidder.

This matter was reviewed by Deputy City Attorney Donna F. Gwin on March 10, 2004 and by Budget Manager Michael Killebrew on May 6, 2004.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. PA-01304 and award a contract concurrently is requested on May 18, 2004 to ensure that a contract is in place by July 1, 2004.

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FISCAL IMPACT

The cost of Specifications No. PA-01304, in the estimated amount of \$125,000 annually, is budgeted in various departments and funds. The estimated annual amount is based on historical expenditures and reflects a slight decrease from the amount estimated and approved in the previous contract. The City will have the option of adding expenditures up to 10 percent above the contract amount.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

- 1) Adopt Specifications No. PA-01304 and award contract to Target Specialty Products to furnish and deliver herbicide and pesticide supplies in the estimated amount of \$125,000. The term of the contract will be one year, with options for two additional one-year periods.
- 2) Authorize amendments to exercise the City's option to renew where noted and authorize the City Manager to execute same.

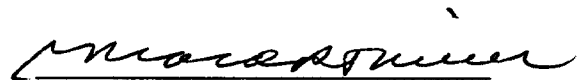
Respectfully submitted,



ROBERT S. TORREZ
DIRECTOR OF FINANCIAL MANAGEMENT

RST:JV:cm
PA01304CouncilLtr

APPROVED:



GERALD R. MILLER
CITY MANAGER