



CITY OF LONG BEACH

DEPARTMENT OF HEALTH AND HUMAN SERVICES

1500 HUGHES WAY SUITE A-150 • LONG BEACH, CALIFORNIA 90810 • 562.570.6985 • FAX 562.499.1052

**HOUSING
AUTHORITY**
LONG BEACH

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May 9, 2023

HONORABLE HOUSING AUTHORITY COMMISSION
City of Long Beach
California

RECOMMENDATION:

Authorize the Long Beach Housing Authority, or designee, to execute all documents necessary to amend Contract No. 36189 with Corporate Business Interiors (CBI), of Newport Beach, CA, for the purchase of items to furnish the relocation of the Housing Authority located at 1500 Hughes Way Suite A-150 to Suite C-300 increasing the office space from 19,124 sq ft. to 42,102 sq ft., to increase the contract amount by \$2,000,000, for a revised contract amount not to exceed \$3,300,000. (Citywide)

DISCUSSION

The Long Beach Housing Authority (Housing Authority) executed Contract No. 36189 with CBI on November 18, 2020, for the installation of furniture pieces and related products and services. Authority from the Housing Commission was obtained on August 11, 2020, to enter into an agreement with AllSteel, Inc. CBI is the intermediary purchasing agent for AllSteel, Inc. AllSteel, through CBI, has the ability to provide the requested services at a competitive rate providing the best value to the City of Long Beach (City). Region 4 Education Service Center solicited a competitive procurement and awarded a contract to AllSteel. Housing Authority was previously authorized to piggyback off the competitive procurement for the purchase of furniture, installation, and related products and services.

The Housing Authority signed a lease on February 20, 2020, for its current location at 1500 Hughes Way Suite A-150, containing 19,124 sq ft. of rentable office space. The Housing Authority is required to relocate within the same building to Suite C-300 with 42,102sq ft. of rentable office space. The owner of the property has leased the entire Pod A and has agreed to move the Housing Authority to Pod C which has double the amount of rentable office space. This move will allow Housing Authority to accommodate a larger workforce as they continue to grow in size. The increased rentable office space requires the purchase of additional furnishings. We are requesting an increase in the contracted amount by \$2,000,000.

This matter was reviewed by Deputy City Attorney Richard F. Anthony and Purchasing Agent Michelle Wilson on April 19, 2023, and by Budget Analysis Officer Greg Sorensen on April 24, 2023.

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TIMING CONSIDERATIONS

Housing Authority action to amend Contract No. 36189 is requested on May 9, 2023, to have contracts in place to address any requested additional changes necessary to fully furnish the space located at 1500 Hughes Way, Long Beach, CA 90810, Suite C-300.

FISCAL IMPACT

The total requested action increases the Contract authority with CBI by \$2,000,000. The total amount of the contract will not exceed \$3,300,000. Sufficient funds are currently appropriated in the Housing Authority Fund Group in the Health and Human Services Department offset by funding received from the Department of Housing and Urban Development (HUD). This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



KELLY COLOPY
ASSISTANT EXECUTIVE DIRECTOR

APPROVED:



THOMAS B. MODICA
EXECUTIVE DIRECTOR