

C-17

October 5, 2021

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP PR20-034 and award a contract to Los Cerritos Wetlands Stewardship, Inc., of Long Beach, CA, for the maintenance and management of environmentally sensitive areas along the tidelands areas, in a total annual amount not to exceed \$699,660, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; and, authorize the City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary amendments. (District 2, 3)

DISCUSSION

City Council approval is requested to enter into a contract with Los Cerritos Wetlands Stewardship, Inc., to provide a full spectrum of services necessary for the maintenance and management of a variety of environmentally sensitive areas and environmental tasks, including interpretive education, coordination of volunteer groups, and bird surveying/counting for various tidelands areas.

The Request for Proposals (RFP) was advertised in the Long Beach Press-Telegram on March 10, 2021, and 1,389 potential proposers specializing in landscape maintenance were notified of the RFP opportunity. Of those proposers, 46 downloaded the RFP via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the sixth floor of City Hall, and the Division's website at www.longbeach.gov/purchasing. An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 35 local, minority-owned, and women-owned business groups. Three proposals were received on May 5, 2021. Of those three proposers, one was a certified Small Business Enterprise (SBE) and two were Long Beach businesses (Local). The selection committee determined that Los Cerritos Wetlands Stewardship, Inc., of Long Beach, CA (Local), was the most qualified firm to provide the services.

Local Business Outreach

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 RFP specifications. Through outreach, 123 Long Beach vendors were notified to submit proposals, of which 6 downloaded and 2 submitted a proposal. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

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This matter was reviewed by Deputy City Attorney Anita Lakhani on September 15, 2021, Business Services Bureau Manager Tara Mortensen on September 9, 2021, and by Budget Analysis Officer Greg Sorensen on September 15, 2021.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFP PR20-034 and award a contract concurrently is requested on October 5, 2021, to ensure the contract is in place expeditiously.

FISCAL IMPACT

The total annual amount of the contract will not exceed \$699,660. Of the total annual contract amount, \$501,910 is currently budgeted in the Tidelands Operating Fund Group in the Parks, Recreation and Marine Department. The remaining \$197,750 is currently unbudgeted for FY 22 and will be offset with salary savings. The unbudgeted amount will be requested as part of the FY 23 budget process. Any work not currently budgeted will only proceed once appropriation has been approved. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. Award of this contract will provide continued support of our local economy by assisting in the preservation of ten employees residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



BRENT DENNIS
DIRECTOR OF PARKS, RECREATION AND MARINE

BD:EH:CF:mk

APPROVED:



THOMAS B. MODICA
CITY MANAGER