

January 7, 2025

Honorable Mayor and City Council
City of Long Beach
California

RECOMMENDATION:

Recommendation to adopt a Resolution authorizing the City Manager, or designee, to execute a contract, and any necessary documents including any necessary subsequent amendments, with Professional Sales and Service LLC., of Salt Lake City, UT, for providing Leader fire ambulance parts and repair services, in a total annual amount not to exceed \$150,000, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; and,

Increase appropriations in the Fleet Services Fund Group in the Financial Management Department by \$150,000, offset by funds available generated by revenue received from user departments through the Fleet Memorandum of Understanding (MOU). (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with Professional Sales and Service LLC. (PSS) for providing Leader fire ambulance parts and repair services to support the Long Beach Fire Department (LBFD).

The LBFD operates 20 Leader ambulances within the City of Long Beach (City). These ambulances are five years old and nearing the end of their useful life. The Fleet Services Bureau (Fleet) of the Department of Financial Management (Financial Management) is responsible for the maintenance and repair of these units as part of the City's comprehensive fleet maintenance program. Given the Leader ambulances' age and condition, there is an increasing risk of mechanical failures, which may disrupt critical services. Emergency medical equipment is vital for patient care, which is essential to the health of the Long Beach community. The ambulances experience high levels of usage transporting patients to available hospital facilities, resulting in increased mileage, and are maintenance-intensive and require regular service and replacement of parts. Utilizing original equipment manufacturer (OEM) parts is imperative for maintaining the ambulances to their original performance standards. The ambulances are currently under warranty for a duration of five years and are scheduled to be replaced. It is crucial to establish a service contract with PSS, an authorized dealer, to uphold the factory warranties for the incoming replacement units.

Fleet technicians are responsible for conducting daily inspections, parts replacements, and performing preventive maintenance on the Leader ambulances in service. Some repair tasks require specialized certifications that are not held by City staff, necessitating that these services be performed by authorized vendors. There are no local authorized vendors available for the provision of Leader parts and services.

Honorable Mayor and City Council

January 7, 2025

Page 2

PSS is the sole authorized distributor of Leader ambulance parts and services in the region and the only authorized dealer in Southern California to perform warranty work on the ambulances. Parts will be shipped from the regional service center located in El Monte, CA, where repair services will also be conducted.

City Charter Section 1801 requires that contracts for City purchases be awarded to the lowest responsible bidder after a competitive bid process but allows for awards without a competitive bid process if accompanied by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Ashleigh Stone and Revenue Management Officer Geraldine Alejo on December 13, 2024, and by Administrative Analyst Tommy Ryan on December 5, 2024.

SUSTAINABILITY

Maintenance of vehicles and equipment, including replacement of worn parts, ensures the fire ambulances operate at peak efficiency, reducing downtime.

TIMING CONSIDERATIONS

City Council action to adopt a Resolution and award a contract concurrently is requested on January 7, 2025, to ensure a new contract is in place expeditiously.

LEVINE ACT

This item is subject to the Levine Act. The Mayor, Councilmembers, and Commissioners who have received a contribution of more than \$500 within 12 months prior from a party, participant, or their representatives involved in this proceeding may do either of the following: (1) disclose the contribution on the record and recuse themselves from this proceeding; OR (2) return the portion of the contribution that exceeds \$500 within 30 days from the time the elected official knew or should have known about the contribution and participate in the proceeding.

All parties, participants, and their representatives must disclose on the record of this proceeding any contribution of more than \$500 made to the Mayor or any Councilmembers within 12 months prior to the date of the proceeding. The Mayor, Councilmembers, and Commissioners are prohibited from accepting, soliciting, or directing a contribution of more than \$500 from a party, participant, or their representatives, during a proceeding and for 12 months following the date a final decision is rendered.

FISCAL IMPACT

The total annual contract amount will not exceed \$150,000. An appropriation increase of \$150,000 is requested in the Fleet Services Fund Group in Financial Management Department, offset by funds available generated by revenues received from user departments through the Fleet Memorandum of Understanding (MOU). Parts and repair costs for fire ambulances are charged to the General Fund Group in LBFD as part of the Fleet Services MOU billing process.

Honorable Mayor and City Council
January 7, 2025
Page 3

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,



Kevin Riper
Director
Financial Management

APPROVED:



THOMAS B. MODICA
CITY MANAGER

ATTACHMENT - RESOLUTION