

15. 24-55966 Recommendation to adopt resolution authorizing 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)

Levine Act: Yes

Office or Department:

Suggested Action: Approve recommendation.

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.

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.

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

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT AND ANY AMENDMENTS THERETO WITH PROFESSIONAL SALES AND SERVICE, LLC, AN AUTHORIZED DISTRIBUTOR OF LEADER AMBULANCE PARTS AND SERVICE, WITHOUT ADVERTISING FOR BIDS FOR THE PURCHASE OF 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

WHEREAS, the City of Long Beach (City) desires 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); and

WHEREAS, the City of Long Beach Fire Department operates 20 Leader ambulances within the City; and

WHEREAS, 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; and

WHEREAS, given the Leader ambulances' age and condition, there is an increasing risk of mechanical failures, which may disrupt critical services; and

WHEREAS, emergency medical equipment is vital for patient care, which is essential to the health of the Long Beach community. The ambulances experience high

1 levels of usage transporting patients to available hospital facilities, resulting in increased
2 mileage, and are maintenance-intensive and require regular service and replacement of
3 parts; and

4 WHEREAS, utilizing original equipment manufacturer (OEM) parts is
5 imperative for maintaining the ambulances to their original performance standards and
6 ensuring compliance with factory warranty conditions; and

7 WHEREAS, Fleet technicians are responsible for conducting daily
8 inspections, parts replacements, and performing preventive maintenance on the Leader
9 ambulances in service. Some repair tasks require specialized certifications that are not
10 held by City staff, necessitating that these services be performed by authorized vendors;
11 and

12 WHEREAS, PSS is the sole authorized distributor of Leader ambulance
13 parts and services in the region and the only authorized dealer in Southern California to
14 perform warranty work on the ambulances; and

15 WHEREAS, as a result, no useful purpose would be served by advertising
16 for bids and to do so would constitute an idle and useless act and an unnecessary
17 expenditure of public funds;

18 NOW, THEREFORE, the City Council of the City of Long Beach resolves as
19 follows:

20 Section 1. The above recitals are true and correct and are incorporated
21 herein.

22 Section 2. The City Manager is hereby authorized to enter a contract and
23 any amendments thereto with Professional Sales and Service LLC., for the purchase of
24 Leader fire ambulance parts and repair services, in a total annual amount not to exceed
25 \$150,000, for a period of two years, with the option to renew for three additional one-year
26 periods, at the discretion of the City Manager.

27 ///

28 ///

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of _____, 2025 by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

Recusal(s): Councilmembers: _____

City Clerk

2. Has any Agent on behalf of you or your organization made any political contributions to any City Officer in the twelve (12) months preceding the date of the submission of your proposals or the anticipated date of any City Council Board, or Commission action related to this license, permit, or contract?

☐ YES

☒ NO

If yes, please identify the City Officer(s):

Officer Name	Payee Name	Payment Date	Payment Amount

3. Do you or your organization anticipate or plan to make any political contribution of more than \$500 to any City Officer in the 12 months following any City Council, Board, or Commission action related to this license, permit, or contract?

☐ YES

☒ NO

If yes, please identify the City Officer(s):

Officer Name	Payee Name	Payment Date	Payment Amount

4. Does any Agent on behalf of you or your organization anticipate or plan to make any political contribution to any City Officer in the 12 months following any City Council, Board, or Commission action related to this license, permit, or contract?

☐ YES

☒ NO

If yes, please identify the City Officer(s):

Officer Name	Payee Name	Payment Date	Payment Amount

Answering yes to any of the questions above does not preclude the City of Long Beach from awarding a license, permit, or contract to your organization or any taking any subsequent action related to the said license, permit, or contract. It does, however, preclude the identified City Officers from participating in any actions related to this license, permit, or contract.

12-10-2024 Braxton T. Peterson, General Manager

Professional Sales and Service LLC.

(Date)

(Printed Name/Title of Authorized Representative)

(Name of business/legal entity)



(Signature)

You must submit a supplemental form if you make any new reportable contribution(s) while the contract, license, permit, or other entitlement is being considered.

LEVINE ACT DISCLOSURE STATEMENT

DEFINITIONS

Term	Definition	Law
Covered "proceedings"	A proceeding to grant, deny, revoke, restrict, or modify a license, permit or other entitlement for use, that does not solely involve purely ministerial decisions and is: (1) Applied for by the party; (2) Formally or informally requested by the party; or (3) A contract between the agency and the party or a franchisee granted by the agency to the party, other than a contract that is competitively bid , a labor contract , or a personal employment contract .	FPPC Reg 18438.2(a)
Party	Any person who files an application for, or is the subject of, a proceeding involving a license, permit, or other entitlement for use.	Gov. Code 84308(a)(1)
Participant	Any person who is not a party but who actively supports or opposes a particular decision in a proceeding involving a license, permit, or other entitlement for use and who has a financial interest in the decision. A person actively supports or opposes a particular decision in a proceeding if that person lobbies in person the officers or employees of the agency, testifies in person before the agency, or otherwise acts to influence officers of the agency.	Gov. Code 84308(a)(2) FPPC Reg 18438.4
Agent	A person who represents a party or participant for compensation and appears before or otherwise communicates with the governmental agency for the purpose of influencing the pending proceeding. See FPPC Reg 18438.3 for exceptions for certain consultants.	FPPC Reg 18438.3
Competitively Bid	A contract required by law to be awarded to the lowest or highest responsible bidder with a responsive bid, or, if the successful bidder refuses or fails to execute the contract, to the next lowest bidder with a responsive bid.	SB 1243
Labor Contract	A contract or agreement reached through collective bargaining or with a representative group regarding the salary, benefits, or terms and conditions under an employment or retirement policy for employees or retirees, including a project labor agreement entered under Public Contract Code Section 2500.	FPPC Reg 18438.2(a)(3)(B)
Personal Employment Contract	A contract for employment, including the terms and conditions of employment, between the agency and an agency employee. A contract with an independent contractor is NOT a personal employment contract.	FPPC Reg 18438.2(a)(3)(C)-(D)

RESOLUTION NO. RES-25-0008

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT AND ANY AMENDMENTS THERETO WITH PROFESSIONAL SALES AND SERVICE, LLC, AN AUTHORIZED DISTRIBUTOR OF LEADER AMBULANCE PARTS AND SERVICE, WITHOUT ADVERTISING FOR BIDS FOR THE PURCHASE OF 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

WHEREAS, the City of Long Beach (City) desires 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); and

WHEREAS, the City of Long Beach Fire Department operates 20 Leader ambulances within the City; and

WHEREAS, 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; and

WHEREAS, given the Leader ambulances' age and condition, there is an increasing risk of mechanical failures, which may disrupt critical services; and

WHEREAS, emergency medical equipment is vital for patient care, which is essential to the health of the Long Beach community. The ambulances experience high

1 levels of usage transporting patients to available hospital facilities, resulting in increased
2 mileage, and are maintenance-intensive and require regular service and replacement of
3 parts; and

4 WHEREAS, utilizing original equipment manufacturer (OEM) parts is
5 imperative for maintaining the ambulances to their original performance standards and
6 ensuring compliance with factory warranty conditions; and

7 WHEREAS, Fleet technicians are responsible for conducting daily
8 inspections, parts replacements, and performing preventive maintenance on the Leader
9 ambulances in service. Some repair tasks require specialized certifications that are not
10 held by City staff, necessitating that these services be performed by authorized vendors;
11 and

12 WHEREAS, PSS is the sole authorized distributor of Leader ambulance
13 parts and services in the region and the only authorized dealer in Southern California to
14 perform warranty work on the ambulances; and

15 WHEREAS, as a result, no useful purpose would be served by advertising
16 for bids and to do so would constitute an idle and useless act and an unnecessary
17 expenditure of public funds;

18 NOW, THEREFORE, the City Council of the City of Long Beach resolves as
19 follows:

20 Section 1. The above recitals are true and correct and are incorporated
21 herein.

22 Section 2. The City Manager is hereby authorized to enter a contract and
23 any amendments thereto with Professional Sales and Service LLC., for the purchase of
24 Leader fire ambulance parts and repair services, in a total annual amount not to exceed
25 \$150,000, for a period of two years, with the option to renew for three additional one-year
26 periods, at the discretion of the City Manager.

27 ///

28 ///

I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of January 7, 2025 by the following vote:

Recusal(s): Councilmembers: None.

3