

# C-14

August 8, 2023

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Authorize the City Manager, or designee, to execute all documents necessary to amend Contract No. 36306 with Vasquez and Company, LLP, of Los Angeles, CA, for as-needed accounting services, to extend the term of the contract to September 30, 2023. (Citywide)

## DISCUSSION

City Council approval is requested to amend Contract No. 36306 with Vasquez and Company, LLP (Vasquez), to continue providing temporary, as-needed accounting services. The requested contract amendment will be used to conclude technical assistance services required for Indirect Cost Plan development for Fiscal Year 2023 (FY 23).

On May 4, 2021, the City Council awarded a contract to Vasquez to provide management-level support and accounting expertise to ensure accurate and timely completion of various deliverables, including the citywide indirect cost plan. On August 23, 2022, the City Council approved an amendment to extend the contract term due to continued staffing capacity issues within the Department of Financial Management's Accounting and Budget Management Bureaus. The bureaus' staff have been diverted to other critical citywide efforts, including the LB Coast Project implementation and Long Beach Recovery Act (LBRA) tracking and reporting activities. Since then, the Department of Financial Management retained a permanent City of Long Beach (City) staff member to oversee and support citywide Indirect Cost Plan efforts. However, due to the complex nature of both the citywide full cost allocation plan and the 2 CFR Part 200 compliant plan, temporary support from Vasquez continues to be necessary to familiarize new City staff with the plan development process including methodology, documentation requirements, and data preparation used in prior plans.

This matter was reviewed by Principal Deputy City Attorney Richard F. Anthony on July 17, 2023, Purchasing Agent Michelle Wilson on July 12, 2023, and by Revenue Management Officer Geraldine Alejo on July 3, 2023.

TIMING CONSIDERATIONS

City Council action to amend Contract No. 36306 is requested on August 8, 2023, to ensure the contract is in place expeditiously and conduct project close-out services specific to the Indirect Cost Plan development for FY 23.

LEVINE ACT

This item is subject to the Levine Act. The Mayor, Councilmembers, and Commissioners who have received a contribution of more than \$250 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 \$250 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 \$250 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 \$250 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 requested action will extend the term of the contract with Vasquez to September 30, 2023, with no change to the total contract amount not to exceed \$233,350. The total remaining cost to conclude the project is estimated at \$5,179 and is budgeted in the General Fund Group in the Financial Management and Citywide Activities Departments. This recommendation has no staffing impacts 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:



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THOMAS B. MODICA  
CITY MANAGER

## **LEVINE ACT DISCLOSURE STATEMENT**

California Government Code Section 84308, commonly referred to as the "Levine Act," prohibits any Long Beach City Councilmember, the Mayor, and Commissioner ("City Officer") from participating in any action related to a proceeding if they receive any political contributions totaling more than \$250 within the previous twelve months, while a proceeding is pending, and for 12 months following the date a final decision in a proceeding concerning a license, permit, entitlement, franchise or, contract (collectively "license, permit, or contract") has been made, from the person or company awarded the said license or contract. The Levine Act also requires a City Officer that has received such a contribution to disclose the contribution on the record of the proceeding.

City Officers are listed at the following sites:

- The Mayor and Councilmembers - <https://www.longbeach.gov/officials/>
- Harbor Commissioners - <https://polb.com/commission>
- Water Commissioners - <https://lbwater.org/about-us/current-water-commissioners/>
- Planning Commissioners - <https://www.longbeach.gov/mayor/action/commissions/>
- Parks and Recreation Commissioners - <https://www.longbeach.gov/mayor/action/commissions/>
- Board of Examiners, Appeals, and Condemnation - <https://www.longbeach.gov/mayor/action/commissions/>
- Cultural Heritage Commission - <https://www.longbeach.gov/mayor/action/commissions/>
- Long Beach Community Investment Company - <https://www.longbeach.gov/lbds/hn/lbcic/>

**Proposers are responsible for accessing these links to review the names prior to answering the following questions.**

1. Have you or your company, or any agent on behalf of you or your company, made any political contributions of more than \$250 to any City Officer in the 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):

2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any political contribution of more than \$250 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):

Answering yes to either of the two questions above does not preclude the City of Long Beach from awarding a license, permit, or contract to your firm 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.

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature of authorized individual

\_\_\_\_\_  
Type or write name of authorized individual

\_\_\_\_\_  
Type or write name of company