

# **C-16**

October 5, 2021

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## **RECOMMENDATION:**

Adopt a Resolution authorizing the City Manager, or designee, to execute a contract, and any necessary documents including any necessary amendments, with John Gross, dba Financial Management and Systems Consulting, for financial and enterprise system implementation and other consulting services, in an amount not to exceed \$127,300, for a period of six months, with an option to renew for an additional six months, at the discretion of the City Manager. (Citywide)

## **DISCUSSION**

City Council approval is requested to enter into a contract with John Gross, dba Financial Management and Systems Consulting, for financial and enterprise system implementation consulting services or other services as provided for in the contract and any associated scope definitions. The contract may be terminated at any time by either party.

The contract includes services in the areas of financial and budget management and the LB COAST Project (Project) including Project Quality Assurance (QA) assistance. The scope of services currently provides Embedded Quality Assurance for LB COAST, which is the implementation of the City's Enterprise Resource Planning (ERP) system. This is the City's largest ever technology project. While it is considered a technology project, it has major impacts on administrative operations throughout City departments. Phase I of the Project (Financial Systems) is operational, and Phase II (Payroll, Human Resources, and Budgeting Systems) is underway.

Mr. Gross has substantial knowledge of the City, the City's financial and administrative operations, and most importantly, the Project. He is best and uniquely positioned to benefit the Project as well provide professional and technical consulting assistance. Mr. Gross was the Project Sponsor for Phase I and has demonstrated the ability to look at both the big picture and the details of the Project and its needs. The Project Management Group and the Executive Leadership for the Project do not believe this combination of expertise and skills can be found elsewhere. It is believed that Mr. Gross' fee for the services is substantially less than would typically be charged by other vendors able to provide QA services.

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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 Gary J. Anderson, Business Services Bureau Manager Tara Mortensen, and Budget Management Officer Rhutu Amin Gharib on September 15, 2021.

### TIMING CONSIDERATIONS

City Council action is requested on October 5, 2021, to ensure a contract is in place retroactive to September 7, 2021, to expeditiously align with the work needed on the LB COAST Project.

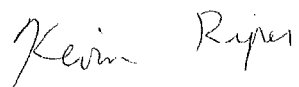
### FISCAL IMPACT

The total contract amount will not exceed \$127,300 for a six-month period (\$124,800 for services and inclusive of up to an estimated \$2,500 in travel costs). The cost of the contract will be funded from the LB COAST Project budget in the General Services Fund Group in the Technology and Innovation Department. 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 OF FINANCIAL MANAGEMENT

APPROVED:



THOMAS B. MODICA  
CITY MANAGER

ATTACHMENT - RESOLUTION

1 RESOLUTION NO.  
2

3 A RESOLUTION OF THE CITY COUNCIL OF THE  
4 CITY OF LONG BEACH AUTHORIZING THE CITY  
5 MANAGER TO EXECUTE A CONTRACT, AND ANY  
6 AMENDMENTS THERETO, WITH JOHN GROSS DBA  
7 FINANCIAL MANAGEMENT AND SYSTEMS CONSULTING,  
8 WITHOUT ADVERTISING FOR BIDS, FOR FINANCIAL AND  
9 ENTERPRISE SYSTEM IMPLEMENTATION AND OTHER  
10 CONSULTING SERVICES, IN AN AMOUNT NOT TO  
11 EXCEED \$127,300 FOR A PERIOD OF SIX MONTHS, WITH  
12 AN OPTION TO RENEW FOR AN ADDITIONAL SIX  
13 MONTHS, AT THE DISCRETION OF THE CITY MANAGER  
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15 WHEREAS, after serving the City for almost ten years, John Gross retired  
16 from City service on December 31, 2020;

17 WHEREAS, John Gross has substantial knowledge of the City, the City's  
18 financial and administrative operations, and the LB COAST Project (Project) which is the  
19 implementation of the City's Enterprise Resource Planning (ERP) system, the City's  
20 largest ever technology project;

21 WHEREAS, the Project management group and the executive leadership  
22 for the Project do not believe Mr. Gross' combination of knowledge and skills can be  
23 found elsewhere;

24 WHEREAS, Mr. Gross was the Project Sponsor for Phase I and has  
25 demonstrated the ability to look at both the big picture and the details of the Projects and  
26 its needs.

27 WHEREAS, Now Mr. Gross' services are required for Phase II of the  
28 Project;

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

5                   NOW, THEREFORE, the City Council of the City of Long Beach resolves as  
6 follows:

7                   Section 1.    The City Council acknowledges that John Gross possesses  
8 substantial knowledge of the City and the LB COAST Project which cannot be procured  
9 elsewhere or through a competitive bid process.

10                  Section 2.   The City Manager, or designee, is authorized to execute a  
11 contract, and any necessary documents, including any necessary amendments, with  
12 John Gross DBA Financial Management and Systems Consulting for financial and  
13 enterprise system implementation and other consulting services in an semi-annual  
14 amount not to exceed \$127,300, for a period of six months, with an option to renew for an  
15 additional six months, at the discretion of the City Manager.

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

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OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
411 West Ocean Boulevard, 9th Floor  
Long Beach, CA 90802-4664

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I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of \_\_\_\_\_, 2021, by the following vote:

Ayes: Councilmembers: \_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

Noes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

Absent: Councilmembers: \_\_\_\_\_

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Recusal(s) Councilmembers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Clerk