



CITY OF LONG BEACH

C-17

TECHNOLOGY AND INNOVATION DEPARTMENT

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June 20, 2017

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP TI 17-018 and award a contract to Berry Dunn McNeil & Parker, LLC, dba BerryDunn, of Portland, ME, for quality assurance and risk mitigation services for the City's new Enterprise Resource Planning (ERP) system implementation, in an amount not to exceed \$494,495, for a period of two years, with the option to renew for two 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, provided the contract amount is not exceeded. (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with BerryDunn to provide quality assurance (QA) and risk mitigation services, which will include a technology infrastructure readiness assessment, ongoing QA reviews, and go-live readiness reviews for the City's new ERP system, Tyler Munis.

In October 2014, the City conducted a Request for Proposals (RFP) TI15-017 for the acquisition of a new financial and human resources (HR) system, which resulted in an award to Tyler Technologies, Inc., for the purchase of its Tyler Munis software applications and related services. The Tyler Munis software is currently being implemented to replace the City's outdated financial and human HR core systems that support the operations of all City departments. The new system will allow the City to implement best practices and leverage new technology to make substantial improvements in efficiency and effectiveness of the City's operations. BerryDunn will be an integral part of the success of this implementation project by providing QA and risk mitigation services.

The RFP was advertised in the Long Beach Press-Telegram on October 23, 2016, and 4,549 potential proposers specializing in QA and risk mitigation services were notified of the RFP opportunity. Of those proposers, 53 downloaded the RFP via the City's electronic bid system. The RFP document was also made available from the

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Purchasing Division, located on the seventh 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 22 local, minority and women-owned business groups. Eight proposals were received on December 7, 2016. Of those eight proposers, one was a Minority-owned Business Enterprise (MBE), one was a Women-owned Business Enterprise (WBE), three were certified Small Business Enterprises (SBEs), and none were Long Beach businesses (Local).

A selection committee comprised of representatives from the Technology and Innovation, Financial Management, and Human Resources Departments, as well as the Harbor and Water Departments, determined that Berry Dunn McNeil & Parker, LLC, dba BerryDunn, of Portland, ME (not an MBE, WBE, SBE, or Local), offered the demonstrated ability and experience in successfully performing QA and risk mitigation services in similar environments including local government, as well as extensive knowledge and experience with the Tyler Munis software. Through the evaluation/selection process, BerryDunn's proposal emerged as the clear choice; therefore, it is recommended that the contract be awarded to BerryDunn. The QA services is fully funded through a \$30 million project budget previously approved by the City Council as part of the FY 14 Adopted Budget.

Local Business Outreach

In an effort to align with the City's outreach goal, Long Beach businesses were encouraged to submit proposals for City contracts. The Purchasing Division assisted businesses with registering on the PlanetBids database to download the RFP specifications. Through outreach, 511 Long Beach vendors were notified to submit proposals, of which two downloaded and none submitted a proposal. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Amy R. Webber on May 23, 2017 and by Budget Analysis Officer Julissa José-Murray on June 1, 2017.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFQ TI17-018 and award a contract concurrently is requested on June 20, 2017, to ensure the contract is in place and implementation of the ERP system occurs in a timely manner.

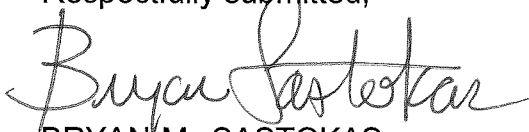
FISCAL IMPACT

The total cost of this contract for QA and risk mitigation services is not to exceed \$494,495. Sufficient funding is budgeted in the General Services Fund (IS 385) in the Technology and Innovation Department (TI) for the ERP project to support this activity. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



BRYAN M. SASTOKAS
DIRECTOR OF TECHNOLOGY AND INNOVATION



JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:



PATRICK H. WEST
CITY MANAGER