



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard, 6th Floor • Long Beach, CA 90802 • (562) 570-6425 • Fax (562) 570-5836

May 22, 2018

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt a Resolution authorizing the City Manager, or designee, to execute a contract with Vasquez and Company, LLP, of Los Angeles, CA, to provide direct project management support for the implementation of Long Beach COAST, the City's new ERP system, in an annual amount not to exceed \$225,000, for a period of one year, with the option to extend for an additional one year period, if necessary. (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with Vasquez and Company, LLP (Vasquez), to provide direct project management support for the implementation of Long Beach COAST (LB COAST), the City of Long Beach's (City) new Enterprise Resource Planning (ERP) system. Vasquez currently provides direct project management support to the City's Chief Financial Officer (CFO), who also serves as the Project Sponsor for the LB COAST implementation (Project). Direct management support is needed to address an increased Project workload than what was originally anticipated and is necessary for a successful LB COAST implementation.

The City has been utilizing a Vasquez consultant to provide these project management support services since March 2018. However, the allowable amount under the terms and conditions of the purchase order have been exhausted. Staff is requesting approval for \$225,000 to ensure the hired Vasquez consultant continues providing critical project management support until at least December 2018.

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 contracts without a competitive bid process if accompanied by a Resolution adopted by the City Council. Due to the complexity of the Project, and the need for expeditious implementation, Vasquez is the only firm that can be used. Vasquez has provided technical and strategic advice on this complex project and it would be an unnecessary expenditure of public funds to contract with another vendor.

This matter was reviewed by Deputy City Attorney Amy R. Webber on April 30, 2018 and by Budget Management Officer Rhutu Amin Gharib on May 3, 2018.

TIMING CONSIDERATIONS

City Council action is requested on May 22, 2018, to maintain adequate project management support.

HONORABLE MAYOR AND CITY

May 22, 2018

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FISCAL IMPACT

The total cost will not exceed \$225,000. Sufficient budget is appropriated in the General Services Fund (IS 385) in the Financial Management Department (FM). There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

Handwritten signature of John Gross in cursive, with the word "FOR" written in capital letters to the right of the signature.

JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:

Handwritten signature of Patrick H. West in cursive, written over a horizontal line. Below the line, the name "PATRICK H. WEST" and title "CITY MANAGER" are printed in capital letters.

JG:DB:PM

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RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH VASQUEZ & COMPANY LLP WITHOUT ADVERTISING FOR BIDS, TO PROVIDE PROJECT MANAGEMENT SUPPORT FOR THE IMPLEMENTATION OF THE LONG BEACH COAST PROJECT, IN AN AMOUNT NOT TO EXCEED \$225,000 FOR A PERIOD OF ONE (1) YEAR, WITH THE OPTION TO EXTEND FOR ONE (1) ADDITIONAL ONE-YEAR PERIOD

WHEREAS, the Charter of the City of Long Beach, Section 1801, permits the City Manager to enter into a contract on behalf of the City, in writing or otherwise, without advertising for bids, for services, supplies, materials, equipment or labor for actual emergency work when authorized by resolution; and

WHEREAS, direct project management support is for the Tyler Munis ERP (LB COAST) Implementation Project; and

WHEREAS, Vasquez & Company LLP has provided a staff person since March 2018 who has been key in maintaining organization and keeping the Project on track; and

WHEREAS, a more intense workload than anticipated as well as staff vacancies now require additional consultant support; and

WHEREAS, due to the complexity of the Project and the need for expeditious implementation, Vasquez & Company LLP is the only corporation, firm or individual that could or would bid to provide direct management support, and as a result, no useful purpose would be served by advertising for bids and to do so would constitute an idle and useless act and an unnecessary expenditure of public funds;

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

Section 1. The City Manager is hereby authorized to enter a contract with Vasquez & Company LLP without advertising for bids to provide direct management support for the Long Beach Coast Project in an amount not to exceed Two Hundred Twenty-Five Thousand Dollars (\$225,000) for a period of one (1) year, with the option to extend for one (1) additional one-year period.

Section 2. 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 _____, 2018

by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

City Clerk