



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

C-15

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October 23, 2018

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. 34950 with Vasquez and Company, LLP, of Los Angeles, CA, for continued project management support for the implementation of Long Beach COAST, the City's new ERP system, to increase the annual amount by \$150,000, for a revised total annual amount not to exceed \$375,000. (Citywide)

DISCUSSION

On May 22, 2018, the City Council authorized a contract with Vasquez and Company, LLP (Vasquez), for project management support for the implementation of Long Beach COAST (LB COAST), the City's new Enterprise Resource Planning (ERP) in an annual amount of \$225,000, for a period of one year, with the option to extend for an additional one year period, if necessary. 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).

City Council approval is requested to amend Contract No. 34950 with Vasquez, to increase contract authority by \$150,000, for a revised total annual amount not to exceed \$375,000. This contract authority will ensure Vasquez continues to provide critical project management support until December 2018. This contract amendment is necessary because the original contract underestimated the number of hours Vasquez would be needed on the Project. Moving forward, staff estimates using the Vasquez consultant for 20 hours a week.

This matter was reviewed by Deputy City Attorney Amy R. Webber on October 5, 2018 and by Revenue Management Officer Geraldine Alejo on October 4, 2018.

TIMING CONSIDERATIONS

City Council action is requested on October 23, 2018, to ensure the contract is amended expeditiously to allow for continued project management services.

FISCAL IMPACT

The revised annual amount of the contract will not exceed \$375,000. 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,



JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

JG:DB:PM
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APPROVED:


PATRICK H. WEST
CITY MANAGER