

C-6

August 23, 2022

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 increase amount by \$13,350 for a revised total contract amount not to exceed \$223,350 and extend the term to November 30, 2022. (Citywide)

DISCUSSION

City Council approval is requested to amend Contract No. 36306 with Vasquez and Company, LLP (Vasquez), to continue to provide temporary, as-needed accounting services. The requested contract amendment will ensure consistency in technical approach needed to initiate indirect cost plan development for Fiscal Year (FY) 2023.

On May 4, 2021, the City Council approved a contract with Vasquez to provide management-level support and accounting expertise to ensure accurate and timely completion of various deliverables, including the citywide indirect cost plan. At that time, the services provided by Vasquez assisted in addressing staffing capacity issues due to the Financial Management Department's Accounting and Budget Management Bureau staff being diverted to other critical citywide efforts, including the LB Coast Project implementation and pandemic cost recovery activities. The current contract ended on November 30, 2021. Since then, the Financial Management Department retained a permanent City of Long Beach (City) staff member to support indirect cost plan efforts but will require temporary support from Vasquez to familiarize new City staff with the annual indirect cost plan development process including methodology, documentation requirements, and data preparation used in prior plans.

This matter was reviewed by Deputy City Attorney Anita Lakhani on August 1, 2022, Purchasing Agent Michelle Wilson on August 2, 2022, and by Revenue Management Officer Geraldine Alejo on July 1, 2022.

TIMING CONSIDERATIONS

City Council action to adopt a Resolution and award a contract concurrently is requested on August 23, 2022, to ensure the contract is in place expeditiously.

FISCAL IMPACT

The requested action increases the contract authority with Vasquez by \$13,350. The total amount of the contract will not exceed \$223,350. The contract increase is based on the estimated number of hours needed for services and will be funded within current resources appropriated in the General Fund Group in the Financial Management and Citywide Activities Departments. 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.

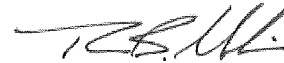
Respectfully submitted,



KEVIN RIPER
DIRECTOR OF FINANCIAL MANAGEMENT

ATTACHMENT: RESOLUTION

APPROVED:



THOMAS B. MODICA
CITY MANAGER

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

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RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO CONTRACT NO. 36306, AND ANY FURTHER AMENDMENTS THERETO, WITH VASQUEZ & COMPANY LLP WITHOUT ADVERTISING FOR BIDS, FOR AS-NEEDED ACCOUNTING SERVICES, IN A TOTAL AMOUNT NOT TO EXCEED \$223,350 FOR THE PERIOD ENDING NOVEMBER 30, 2022

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, since October 2020, Vasquez & Company, LLC ("Vasquez") has been providing crucial short-term accounting services across various functions, including analyzing financial records, audit documentation preparation, and the Citywide indirect cost plan development for FY 22; and

WHEREAS, on May 4, 2021, City Council approved a contact with Vasquez to provide management-level support and accounting expertise to ensure accurate and timely completion of various deliverables including the citywide indirect cost plan. At that time, these services provided by Vasquez assisted in addressing staffing capacity issues due to Financial Management Department's Accounting and Budget Management Bureau staff diverted to other critical citywide efforts including the LB Coast project Implementation and pandemic cost recovery activities. The contract ended on November 30, 2021. Since then, the Financial Management Department retained a permanent staff

1 member to support indirect cost plan efforts but will require temporary support from
2 Vasquez to familiarize new City staff with the annual indirect cost plan development
3 process including methodology, documentation requirements, and data preparation used
4 in prior plans; and

5 WHEREAS, Vasquez staff provides management-level support with
6 Certified Public Accountants (CPAs) assigned to the City and are uniquely qualified to
7 advise regarding best practices from their years of combined experience working in
8 similar capacities with various jurisdictions and agencies, in addition to their professional
9 experience as auditors of governmental agencies. Areas of expertise provided by
10 Vasquez also include guidance with audit requirements and compliance with federal
11 award requirements; and

12 WHEREAS, Vasquez & Company LLP is the only corporation, firm or
13 individual that can ensure the continuation of critical expert accounting services without
14 interruptions, and as a result, no useful purpose would be served by advertising for bids
15 and to do so would constitute an idle and useless act and an unnecessary expenditure of
16 public funds;

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

19 Section 1. The City Manager is hereby authorized to execute all
20 documents necessary to amend Contract No. 36306 with Vasquez and Company, LLP, of
21 Los Angeles, CA, for as-needed accounting services, to increase amount by \$13,350 for
22 a revised total contract amount not to exceed \$223,350 and extend the term of the
23 contract to November 30, 2022.

24 Section 2. This resolution shall take effect immediately upon its adoption
25 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 _____, 2022, by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

Recusal(s): Councilmembers: _____

City Clerk