

CITY OF LONG BEACH

C-11

TECHNOLOGY AND INNOVATION DEPARTMENT

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February 6, 2018

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP TI 17-138 and authorize the City Manager, or designee, to execute contracts, and any necessary amendments, with Thinklogic, Inc., of El Segundo, CA; Making Waves USA, Inc., of Chicago, IL; and Fig Leaf Software, Inc., of Washington, DC, for Episerver Design and Development Support, in an aggregate amount not to exceed \$500,000, for a period of two years, with the option to renew for two additional one-year periods, at the discretion of the City Manager. (Citywide)

DISCUSSION

On February 19, 2013, the City Council approved the purchase of the Ektron software for website design, implementation and training services. Phase I, which included most of the City departments, has been completed. The City's new website posted in June 2015.

The City is actively working on Phase II of the project, which will include moving nine additional departments/groups that are still on the old CMS (Civica) onto the Episerver content management system (formerly Ektron). The templates and standards for the Episerver platform have been established; however, the City would like to have the ability to utilize contractors' support to move the additional areas to the Episerver, where necessary, and to be available to assist with ongoing maintenance of the system. In addition to providing support directly to the Technology and Innovation Department, the selected contractors may also be asked to work with departments to design, update, or enhance departmental websites using the Episerver system.

A Request for Proposals (RFP) was advertised in the Long Beach Press-Telegram on August 28, 2017 and 5,064 potential proposers specializing in information technology professional services were notified of the RFP opportunity. Of those proposers, 30 downloaded the RFP via the City's electronic bid system. The RFP document was also made available from the 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.

Three proposals were received on October 13, 2017. Of those three proposers, none were Minority-owned Business Enterprises (MBEs), Women-owned Business Enterprises (WBEs), certified Small Business Enterprises (SBEs), or Long Beach businesses (Local).

A three-member selection committee from the Technology and Innovation Department reviewed and evaluated the proposals, and determined that all three firms were qualified to provide as-needed professional services to support the City's Content Management System, Episerver. All three firms were selected due to the diversity in scope and volume of upcoming Episerver-related projects. In addition, some of these projects will run concurrently; therefore, requiring the services of multiple firms.

Local Business Outreach

In an effort to align with the City's outreach goals, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download the RFP specifications. Through outreach, 574 Long Beach vendors were notified to submit proposals, of which six 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 January 9, 2018 and by Budget Analysis Officer Julissa José-Murray on January 12, 2018.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFP TI17-138 and award the contracts concurrently is requested on February 6, 2018, to ensure projects proceed on schedule.

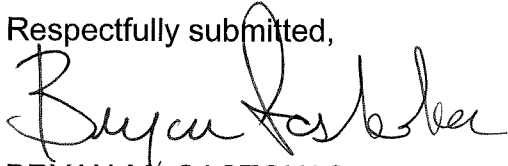
FISCAL IMPACT

The aggregate contract authority for as-needed professional services to support the City's content management system, Episerver, will not exceed \$500,000 for the two-year term. Sufficient funding is budgeted in the General Services Fund (IS 385) in the Technology and Innovation Department (TI). Costs are recovered from user departments and are budgeted through the annual Technology and Innovation MOU. 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