



Legislation Details (With Text)

**File #:** 20-0528      **Version:** 1      **Name:** TI - As-needed professional and technical svcs for system analysis

**Type:** Contract      **Status:** CCIS

**File created:** 5/20/2020      **In control:** City Council

**On agenda:** 6/9/2020      **Final action:** 6/9/2020

**Title:** Recommendation to adopt Specifications No. RFP TI19-027 and award contracts to thirteen recommended firms, to provide as-needed professional and technical services for system analysis, development, implementation, project management, and technical support for information technology projects and systems, in an annual aggregate amount not to exceed \$5,100,000, with a 20 percent contingency in the amount of \$1,020,000, for a total annual aggregate amount not to exceed \$6,120,000, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; and, authorize City Manager, or designee, to execute all documents necessary to enter into the contracts, including any necessary amendments. (Citywide)

**Sponsors:** Technology and Innovation

**Indexes:**

**Code sections:**

**Attachments:** 1. 060920-R-9sr.pdf

| Date     | Ver. | Action By    | Action                 | Result |
|----------|------|--------------|------------------------|--------|
| 6/9/2020 | 1    | City Council | approve recommendation | Pass   |

Recommendation to adopt Specifications No. RFP TI19-027 and award contracts to thirteen recommended firms, to provide as-needed professional and technical services for system analysis, development, implementation, project management, and technical support for information technology projects and systems, in an annual aggregate amount not to exceed \$5,100,000, with a 20 percent contingency in the amount of \$1,020,000, for a total annual aggregate amount not to exceed \$6,120,000, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; and, authorize City Manager, or designee, to execute all documents necessary to enter into the contracts, including any necessary amendments. (Citywide)

City Council approval is requested to enter into contracts with 13 firms to provide as-needed professional and technical services. The City of Long Beach (City) maintains a diverse and growing technology portfolio to meet the needs of the public and City staff. To enable adoption of new technology, the Technology and Innovation Department (TI) uses professional and technical services from private sector firms on an as-needed basis to assist in upgrading, replacing, implementing, enhancing, and/or troubleshooting technology information and communications systems. Examples of projects include the continued implementation of the new Financial and HR/Payroll system (LB COAST), a new document imaging system, a new customer relationship management system, and several other key infrastructure projects, which include the repair and installation of surveillance cameras, fiber, and network upgrades.

This sourcing strategy has been used historically and is cost-effective and responsive to overall City needs, allowing TI to quickly acquire specific technical expertise that is not available internally and is required for a technology initiative or system, while not incurring ongoing fixed costs once the project is complete and the specific skills are no longer needed. Additionally, this strategy provides a mechanism to rapidly address temporary support responsibilities for critical production systems.

A Request for Proposals (RFP) was advertised on the electronic bid system, PlanetBids website, on August 15, 2019, and 5,193 potential bidders specializing in Information Technology Professional Services were notified of this RFP opportunity. Of those proposers, 134 downloaded the RFP via the electronic bid system. The RFP document was also made available from the Purchasing Division, located on the sixth floor of City Hall, and the Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing) <<http://www.longbeach.gov/purchasing>>. A total of 37 proposals were received in response to the RFP by the October 8, 2019 deadline. Of those proposals, 19 were Minority-owned Business Enterprises (MBEs), 10 were Women-owned Business Enterprises (WBEs), 9 were certified Small Business Enterprises (SBEs), and 1 was a Long Beach business (local).

A five-member selection committee evaluated the 34 proposals that were deemed responsive based on criteria set forth in the RFP including, but not limited to, cost and demonstrated competence in working with specific applications used by the City, as well as providing other required technical services. Based on the review of the proposals received, 16 firms were invited to participate in an interview process in which the firms presented their qualifications, experience, and answered questions from the committee. Upon conclusion of the interviews, the committee determined that the following 13 companies are recommended for selection:

- Apex Systems, LLC
- Birdi & Associates, Inc. (SBE, MBE)
- California Creative Solutions, Inc. (MBE)
- Cask NX, LLC (WBE)
- Commercial Programming Systems (SBE)
- Computer Aid, Inc. (MBE, WBE)
- ConvergeOne
- Impex Technologies, Inc. (MBE)
- MLC Management Consulting, Inc. (SBE)
- Talent & Acquisition, LLC (SBE, Local)
- The Ryte Professionals (SBE, MBE, WBE)
- Trinus Corporation (MBE, WBE)
- 22<sup>nd</sup> Century Technologies, Inc.

Multiple agreements are recommended to ensure a pool of qualified candidates is readily available for TI to quickly deliver technical services for critical City applications and technology projects as they are needed.

This matter was reviewed by Deputy City Attorney Erin Weesner-McKinley on May 20, 2020,

Deputy Finance Director Sandy Tsang-Palmer on May 18, 2020, and by Budget Management Officer Rhutu Amin Gharib on May 21, 2020.

City Council action is requested on June 9, 2020, to ensure current and planned projects proceed on schedule.

Expenditures for as-needed professional and technical services will not exceed \$6,120,000 annually, which includes the 20 percent contingency. Sufficient appropriation is budgeted in the amount of \$5,100,000 in the General Services Fund Group in the Technology and Innovation Department (TI) to support this activity. There is no appropriation increase requested for the contingency portion of the agreement at this time. Any expense not currently budgeted will only proceed at such time that additional appropriation has been approved by the City Council. Funds are recovered from client departments and budgeted in the annual TI Memorandum of Understanding (MOU).

This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is potential for additional jobs to be created as a result of this action, as all recommended firms have committed to using best efforts to provide Long Beach residents with employment for City projects.

Approve recommendation.

LEA D. ERIKSEN  
DIRECTOR OF TECHNOLOGY AND INNOVATION

APPROVED:

THOMAS B. MODICA  
CITY MANAGER