



Legislation Text

File #: 19-1234, **Version:** 1

Recommendation to adopt resolution authorizing City Manager, or designee, to execute a contract, and any necessary amendments, with Avail Group, Inc., of Carmel, CA, to provide project management support for the implementation of LB COAST, the City's new Enterprise Resource Planning system, in an annual amount not to exceed \$460,000, for a period of one year, with the option to renew for two additional one-year periods. (Citywide)

City Council approval is requested to enter into a contract with Avail Group, Inc. (AGI), to provide critical project management services and support for LB COAST, the City of Long Beach's (City) new Enterprise Resource Planning (ERP) system.

In December 2018, critical staffing shortages in the Technology and Innovation Department (TI) made it necessary to engage additional project management support for LB COAST to ensure continuity. AGI has been engaged with the City on the LB COAST project design and management since March 2018 through a subcontract of another City vendor, and have worked closely with the Financial Management, Human Resources, and TI Departments. Given their unique, critical knowledge of the LB COAST project scope and status, the City entered into a contract with AGI on January 13, 2019, pursuant to City purchasing guidelines. The City Council approved an increase to the contract at its meeting on April 23, 2019, but the contract authority has since been exhausted.

The LB COAST Financials phase of the project was successfully implemented in April 2019. In addition to leading the stabilization and optimization of Financials phase, TI is also planning for the implementation of the HR/Payroll and Budget Development phase. The project management support provided by AGI will be important to ensure comprehensive planning for the development and rollout of the HR/Payroll and Budget Development phase of the LB COAST project. Their continued support will reduce project risks, prevent costly delays, and maintain continuity of project management. AGI will assist the City by continuing to provide ERP consulting services and by supporting integrated planning across multiple stakeholder groups and the LB COAST Project Team.

City Charter Section 1807 provides an alternative procurement method by permitting the City to award negotiated contracts for the acquisition of technology and related services, without a competitive bid process if accompanied by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Erin Weesner-McKinley on November 19, 2019, and by Purchasing Agent Tara Yeats and Budget Management Officer Rhutu Amin Gharib on November 18, 2019.

City Council action is requested on December 10, 2019, to ensure a contract is in place expeditiously and to maintain adequate project management support.

The contract cost with AGI is for an annual amount not to exceed \$460,000. Sufficient budget is appropriated in the General Services Fund Group in the Technology and Innovation Department through the LB COAST project budget. This recommendation has no staffing impact beyond the budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

Approve recommendation.

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LEA D. ERIKSEN
DIRECTOR OF TECHNOLOGY AND INNOVATION

APPROVED:

THOMAS B. MODICA
ACTING CITY MANAGER