



Legislation Text

File #: 21-1003, **Version:** 1

Recommendation to adopt resolution authorizing City Manager, or designee, to execute a contract, and any necessary documents including any necessary amendments, with John Gross, dba Financial Management and Systems Consulting, for financial and enterprise system implementation and other consulting services, in an amount not to exceed \$127,300, for a period of six months, with an option to renew for an additional six months, at the discretion of the City Manager. (Citywide)

City Council approval is requested to enter into a contract with John Gross, dba Financial Management and Systems Consulting, for financial and enterprise system implementation consulting services or other services as provided for in the contract and any associated scope definitions. The contract may be terminated at any time by either party.

The contract includes services in the areas of financial and budget management and the LB COAST Project (Project) including Project Quality Assurance (QA) assistance. The scope of services currently provides Embedded Quality Assurance for LB COAST, which is the implementation of the City's Enterprise Resource Planning (ERP) system. This is the City's largest ever technology project. While it is considered a technology project, it has major impacts on administrative operations throughout City departments. Phase I of the Project (Financial Systems) is operational, and Phase II (Payroll, Human Resources, and Budgeting Systems) is underway.

Mr. Gross has substantial knowledge of the City, the City's financial and administrative operations, and most importantly, the Project. He is best and uniquely positioned to benefit the Project as well provide professional and technical consulting assistance. Mr. Gross was the Project Sponsor for Phase I and has demonstrated the ability to look at both the big picture and the details of the Project and its needs. The Project Management Group and the Executive Leadership for the Project do not believe this combination of expertise and skills can be found elsewhere. It is believed that Mr. Gross' fee for the services is substantially less than would typically be charged by other vendors able to provide QA services.

City Charter Section 1801 requires that contracts for City purchases be awarded to the lowest responsible bidder after a competitive bid process but allows for awards without a competitive bid process if accompanied by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Gary J. Anderson, Business Services Bureau Manager Tara Mortensen, and Budget Management Officer Rhutu Amin Gharib on September 15, 2021.

City Council action is requested on October 5, 2021, to ensure a contract is in place retroactive to September 7, 2021, to expeditiously align with the work needed on the LB COAST Project.

The total contract amount will not exceed \$127,300 for a six-month period (\$124,800 for services and inclusive of up to an estimated \$2,500 in travel costs). The cost of the contract will be funded from the LB COAST Project budget in the General Services Fund Group in the Technology and Innovation Department. 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.

Approve recommendation.

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KEVIN RIPER
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:

THOMAS B. MODICA
CITY MANAGER