



Legislation Text

File #: 22-0855, **Version:** 1

Recommendation to authorize 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)

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.

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.

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.

Approve recommendation.

KEVIN RIPER
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:

THOMAS B. MODICA
CITY MANAGER