

CITY OF OAKLAND
AGENDA REPORT

FILED
OFFICE OF THE CITY CLERK
OAKLAND
2008 OCT 30 PM 3:33

To: Office of the City Administrator
Attn: Dan Lindheim
From: Department of Human Services
Date: November 3, 2008

RE: Supplemental Report to A Resolution Authorizing the City Administrator To Execute An Amendment To The Agreement Between The City of Oakland And Cityspan Technologies To Develop a Web-based Grant Application And Contract Management System For the Oakland Fund For Children And Youth For Ninety Thousand Dollars (\$90,000) And Resulting in a Total Contract Amount of One Hundred Thirty-Six Thousand Three Hundred and Fifty Dollars (\$136,350) For The Period Of July 1, 2008 To June 30, 2009 And Authorizing the City Administrator to Execute An Agreement Between the City of Oakland And Cityspan Technologies To Provide Licensing and Hosting, Project Management and Client Support For This Application For Fiscal Years 2009-10, 2010-11 And 2011-12 In An Amount Not To Exceed Sixty-Five Thousand Dollars (\$65,000) Annually

SUMMARY

At the Life Enrichment Committee of October 28, 2008, a report regarding an amendment to the existing agreement with Cityspan Technologies to provide services for the Oakland Fund For Children and Youth (OFCY) was considered and forwarded for adoption by the City Council. Additional information was requested on the experience and selection of Cityspan Technologies and identification of costs of ongoing support for the web based database management for OFCY programs.

Cityspan Technologies was selected following a Request for Bids process conducted by the Department of Human Services (DHS) to identify a provider for web based contract management and client level tracking database services in May 2006 for Measure Y programs. DHS received two responsive bids from Cityspan Technologies of Berkeley and JMPT Consulting of San Francisco. Cityspan's proposal was less expensive and was also the best match for project requirements for customized client level tracking and contract management services.

Cityspan is the premier provider of database management services for major youth services providers, including San Francisco's Department of Children, Youth, and Families, (DCYF), the City of Chicago, and the District of Columbia's Children and Youth Investment Trust Corporation. Cityspan has developed web based data collection systems that may be customized to track attendance according to funding sources, manage provider work plans and scope of services, collect data on budgets and outcomes and provide reports for client and program level tracking.

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The cost for Cityspan to develop the customized software for web based contract management and proposal submission process and for licensing, hosting and support in FY 2008-09 is \$90,000. Cityspan agrees that the City's cost for ongoing maintenance for OFCY's database management and proposal review process will not exceed \$65,000 annually for at least three years. This ongoing cost includes licensing and web hosting fee of \$20,000, project management fees of \$11,000, user support of \$14,000 including a 24 hour hotline and \$20,000 for further development work, as needed. The ongoing maintenance and support, including funds for any additional development, in FY 2009-10, FY 2010-11 and FY 2011-12, will not exceed \$65,000 annually.


FISCAL IMPACT

This report recommends that the current agreement between DHS and Cityspan Technologies be increased by \$90,000 resulting in a total contract amount of \$136,350 for FY 2008-09. Additionally, this report recommends approval of a resolution authorizing the City Administrator to enter an agreement for ongoing maintenance and support in an amount not to exceed \$65,000 for FY 2009-10, FY2010-11, and FY2011-12. Funds are available for the additional services in State of California Other Fund (2159), DHS Administration Organization (78111), Carryforward Account (78811), MAA Program Activities Project (G261710). There is no impact on the General Fund.

ACTION REQUESTED OF THE CITY COUNCIL

That the City Council accept this report and approve the resolution authorizing the amendment to the existing agreement with Cityspan Technologies to develop and maintain a web-based data management and proposal review process for OFCY grantees during FY 2008-09, and authorizing the Administrator to enter into an agreement between the City of Oakland and Cityspan Technologies in an amount not to exceed \$65,000 per year for three years, and without returning to Council, for ongoing website hosting, database management and support for OFCY for FY2009-10, FY2010-11, and FY2011-12.

Respectfully submitted,



ANDREA YOUNGDAHL
Director, Department of Human Services

**APPROVED AND FORWARDED TO THE
CITY COUNCIL:**



OFFICE OF THE CITY ADMINISTRATOR

DRAFT

Approved as to Form and Legality

Oakland City Attorney's Office

OAKLAND CITY COUNCIL

Resolution No. _____ C.M.S.

Introduced by Councilmember _____

FILED
OFFICE OF THE CITY CLERK
OAKLAND
2008 OCT 30 PM 3:33

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF OAKLAND AND CITYSPAN TECHNOLOGIES TO DEVELOP A WEB-BASED GRANT APPLICATION AND CONTRACT MANAGEMENT SYSTEM FOR THE OAKLAND FUND FOR CHILDREN AND YOUTH FOR NINETY THOUSAND DOLLARS (\$90,000) AND RESULTING IN A TOTAL CONTRACT AMOUNT OF ONE HUNDRED THIRTY-SIX THOUSAND THREE HUNDRED AND FIFTY DOLLARS (\$136,350) FOR THE PERIOD OF JULY 1, 2008 TO JUNE 30, 2009 AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF OAKLAND AND CITYSPAN TECHNOLOGIES TO PROVIDE LICENSING AND HOSTING, PROJECT MANAGEMENT AND CLIENT SUPPORT FOR THIS APPLICATION FOR FISCAL YEARS 2009-10, 2010-11 AND 2011-12 IN AN AMOUNT NOT TO EXCEED SIXTY-FIVE THOUSAND DOLLARS (\$65,000) ANNUALLY

WHEREAS, the City Council has approved Cityspan Technologies as the Department of Human Services' web-based contract management system developer for Measure Y (Violence Prevention and Public Safety Act of 2004) in fiscal years 2006-07, 2007-08 and 2008-09; and

WHEREAS, the City Council approved \$46,350 to continue hosting and maintaining the Measure Y (Violence Prevention and Public Safety Act of 2004) contract management system under Cityspan Technologies in 2008-09; and

WHEREAS, Cityspan Technologies was selected as the least expensive and most responsive bidder to develop a web-based contract management and client-level tracking database for Measure Y programs through an Request for Bid process in May, 2006; and

WHEREAS, Cityspan Technologies is unique among vendors in that it offers pre-configured solutions and highly customized applications for youth services that are responsive to funder and provider program designs and has demonstrated expertise and capability through development of contract management systems for other major cities;

WHEREAS, Cityspan Technologies has a successful record of providing database management services for the Oakland's Measure Y programs and it is cost-effective and beneficial to build upon the existing services to expand web-based database management to the Oakland Fund for Children and Youth;

WHEREAS, the City of Oakland would like to amend and expand its existing contract with Cityspan Technologies to develop and launch a web-based contract management system that meets the needs of administering the Oakland Fund for Children and Youth grants for an additional \$75,000 for fiscal year 2008-09; and

WHEREAS, The City of Oakland would like to amend and expand its existing contract with Cityspan Technologies to develop and launch a web-based grant application system for the Oakland Fund for Children and Youth for an additional \$15,000 for fiscal year 2008-09; and

WHEREAS, Cityspan identifies the cost of ongoing maintenance for the OFCY web-based contract management and proposal processes as \$65,000 annually for fiscal years 2009-10, 2010-11 and 2011-12 and agrees that the price to the City of maintenance including licensing and hosting, project management, and client support will not exceed this amount over at least the next three years;

WHEREAS, funds are available for these additional services in State of California Other Fund (2159), DHS Administration Organization (78111), Carryforward Account (78811), MAA Program Activities Project (G261710);

RESOLVED: That pursuant to Oakland Municipal Code section 2.04.051.B and findings set forth in the City Administrator's report accompanying this item, the City Council finds and determines that is in the best interests of the City to waive the competitive request for proposal/qualifications process for the web-based grant application system contract and so waives the requirement; and be it

FURTHER RESOLVED: That the City Council hereby authorizes the City Administrator or his designee to amend the agreement with Cityspan Technologies for an additional \$90,000 to an increased amount not to exceed \$136,350 for fiscal year 2008-09 to expand the scope of services to develop web-based grant application and contract management services for the Oakland Fund for Children and Youth; and be it

FURTHER RESOLVED: That the City Council approves the use of funds currently located in State of California Other Fund (2159), DHS Administration Organization (78111), Carryforward Account (78811), MAA Program Activities Project (G261710) for the aforementioned purpose; and be it

FURTHER RESOLVED: That the City Council hereby authorizes the City Administrator or his designee to enter into an agreement with Cityspan Technologies for fiscal years 2009-10, 2010-11 and 2011-12 for an amount not to exceed \$65,000 annually for licensing and hosting, project management, and client support; and be it

FURTHER RESOLVED: That the City Administrator is hereby authorized to conduct all negotiations, execute and submit all documents, including but not limited to applications, agreements, amendments, modifications, payment requests, and related actions which may be necessary in accordance with the basic purpose of this resolution, at no additional costs; and be it

FURTHER RESOLVED: That the Office of the City Attorney has approved this resolution as to form and legality and a copy is on file at the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID, AND
PRESIDENT DE LA FUENTE

NOES -

ABSENT -

ABSTENTION -

ATTEST:

LATONDA SIMMONS
City Clerk and Clerk of the Council of
the City of Oakland, California