

  
CITY ATTORNEY'S OFFICE

## OAKLAND CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_ C.M.S.

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**RESOLUTION:**

- 1. AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH CITYSPAN TECHNOLOGIES, INC. FOR LICENSING AND HOSTING OF A WEB-BASED DATABASE TO SUPPORT GRANTS MANAGEMENT, GRANTEE REPORTING, CLIENT LEVEL SERVICES, AND OUTCOMES TRACKING FOR FISCAL YEAR 2024-2025 IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SEVENTY FIVE THOUSAND FOUR HUNDRED DOLLARS (\$175,400) FROM JULY 1, 2024 THROUGH JUNE 30, 2025, AND FOR FISCAL YEAR 2025-2026 IN AN AMOUNT NOT TO EXCEED TWO HUNDRED THOUSAND DOLLARS (\$200,000) FROM JULY 1, 2025 THROUGH JUNE 30, 2026, FOR A TOTAL AMOUNT OF THREE HUNDRED SEVENTY FIVE THOUSAND FOUR HUNDRED DOLLARS (\$375,400) FROM JULY 1, 2024, THROUGH JUNE 30, 2026; AND**
- 2. AUTHORIZING A ONE-TIME PAYMENT IN THE AMOUNT OF SIXTY-FOUR THOUSAND NINE HUNDRED FIFTY DOLLARS (\$64,950) TO PAY OUTSTANDING INVOICES FROM FISCAL YEAR 2022-2023; AND**
- 3. WAIVING THE LOCAL/SMALL LOCAL BUSINESS PROGRAM ENTERPRISE (L/LSBE) REQUIREMENT**

**WHEREAS,** the Kids First! Oakland Fund for Children and Youth (OFCY) was established by voter approved ballot Measure K in 1996 to set money aside for programs and services benefiting children and youth; and

**WHEREAS,** Cityspan Technologies, Inc. (Cityspan)'s web-based database services include grants management, grantee reporting, client level services, and outcomes tracking as well as custom development, geographic information systems (GIS) integration, location services and council district reporting; and

**WHEREAS**, on June 15, 2021, City Council awarded an agreement to Cityspan to provide licensing, user support, project management, and custom programming for OFCY programs from July 1, 2021, through June 30, 2024 (Resolution No. 88692 C.M.S.) for a total of \$55,000; and

**WHEREAS**, on December 19, 2023, Resolution 88692 was amended to increase the awarded agreement with Cityspan from \$55,000, to \$254,750 from July 1, 2021 through June 30, 2024 (Resolution No. 90060 C.M.S.); and

**WHEREAS**, invoices for services provided by Cityspan in Fiscal Year 2022-2023 in the amount of \$64,950 are outstanding for previous services rendered due to the expanded scope of work authorized in Resolution No, 90060; and

**WHEREAS**, Request for Qualifications (RFQ) #27034 was released and due on November 18, 2022 for professional services contracted between December 1, 2022 and December 31, 2025 for the Department of Violence Prevention (DVP) and Department of Human Services (HSD); and

**WHEREAS**, Cityspan was selected through the competitive RFQ #27034 for Professional Services for HSD and DVP; and

**WHEREAS**, staff recommends an allocation of \$175,400 for Cityspan to provide licensing and hosting of a web-based database to support grants management, grantee reporting, client level services and outcomes tracking from July 1, 2024 to June 30, 2025; and

**WHEREAS**, staff recommends an allocation of \$200,000 for Cityspan to provide licensing, user support, project management, and custom programming from July 1, 2025, through June 30, 2026; and

**WHEREAS**, OFCY funds in the amount of \$440,350 are available in: Oakland Fund for Children and Youth—Kids First Oakland Children’s Fund (1780), Youth Services Organization (78251), FY 2017-2018 OFCY Project (1003645), OFCY Program (YS04); and

**WHEREAS**, the City Council may waive the City’s Local/Small Local Business Enterprise (L/SLBE) requirement pursuant to Part I of Oakland’s Local and Small Local Business Enterprise Program guidelines adopted by Ordinance No. 13647 C.M.S.; and

**WHEREAS**, staff recommends waiving the L/SLBE requirement for the contract with Cityspan because Cityspan was the only qualified vendor to respond to the RFP; and

**WHEREAS**, the City Administrator has determined that the services to be provided pursuant to the agreement authorized hereunder are of a professional, scientific, or technical nature and are temporary and shall not result in the loss of salary or employment by any person having permanent status in the competitive civil service; and

**WHEREAS**, this Resolution will allow staff to utilize Cityspan while it initiates a new Request for Proposals process in Fall 2025, including review of proposal submissions, selection of vendors and, thereafter, development of new scopes of work and preparation of new contracts; and

**WHEREAS,** Cityspan has a successful record of providing database management services for OFCY programs; now, therefore be it

**RESOLVED:** That the City Administrator or his designee is authorized to make a one-time payment in the amount of \$64,950 to pay outstanding Cityspan invoices from Fiscal Year 2022-2023; and be it

**FURTHER RESOLVED:** That the City Council hereby awards an agreement to Cityspan for Fiscal Year 2024-2025 in an amount not to exceed \$175,400 from July 1, 2024 through June 30, 2025, and for Fiscal Year 2025-2026 in an amount not to exceed \$200,000 from July 1, 2025 through June 30, 2026, for a total amount not to exceed \$375,400 for Fiscal Year 2024-2025 and Fiscal Year 2025-2026, from July 1, 2024, through June 30, 2026; and be it

**FURTHER RESOLVED:** That for the reasons stated above and, in the report, accompanying this Resolution, the City Council hereby finds and determines that it is in the best interests of the City to waive the City's Local/Small Local Business Enterprise program requirement, and so waives this requirement for this agreement; and be it

**FURTHER RESOLVED:** That the City Administrator is hereby authorized to conduct all negotiations and execute professional services agreements, as set forth above, including any amendments, modifications or extensions without incurring additional costs.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - BROWN, FIFE, GALLO, HOUSTON, RAMACHANDRAN, UNGER, WANG AND  
PRESIDENT JENKINS

NOES –

ABSENT –

ABSTENTION –

ATTEST: \_\_\_\_\_

ASHA REED  
City Clerk and Clerk of the Council of the  
City of Oakland, California

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