



Office of the City Manager

CONSENT CALENDAR
September 10, 2024

To: Honorable Mayor and Members of the City Council
From: LaTanya Bellow, Interim City Manager
Submitted by: Kevin Fong, Director, Information Technology
Subject: Contract No. 099471-1 Amendment: Integrated Business Consultants of GA to Extend Term, Maintenance & Support for the PacSoft Marina Management System

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 099471-1 with Integrated Business Consultants of GA (“Reseller”) for: (1) additional software maintenance and (2) twenty (20) additional support hours, in an amount not to exceed \$16,906.61 for a new not to exceed contract amount of \$100,359.61, and extending the contract term through June 30, 2027.

FISCAL IMPACTS OF RECOMMENDATION

Funds for the additional software maintenance and professional services in the amount of \$16,906.61 will be provided from the Marina Operations Fund (Fund 608). Funds are available in the FY 2025 budget, and are subject to appropriation in the FY 2026 and FY 2027 budgets.

\$ 13,906.61	Software Maintenance (July 1, 2024 to June 30, 2027)
\$ 3,000.00	Professional Services
\$ 16,906.61	Total Maintenance and Professional Services

CURRENT SITUATION AND ITS EFFECTS

On May 29, 2012, the City of Berkeley issued Request for Proposal No. 12-10674 for an improved marina management system. After receiving two bidders, staff selected Integrated Business Consultants of GA (IBCGA) / PacSoft MMS (“Reseller”) as the proposal that best met the criteria contained in the RFP. In November 2014, the software system went “Live”. In order to maintain ongoing technical support and annual maintenance, a contract extension is needed through June 30, 2027.

This use of this software is consistent with the City’s strategic goals to:

- provide state-of-the-art, well-maintained infrastructure, amenities, and facilities; and
- be a customer-focused organization that provides excellent, timely, easily-accessible service and information to the community.

BACKGROUND

The City's Marina has approximately 1000 slips for rent, which 100 liveboards and 13 floating homes. Over 90% of the Marina reservations are for long term rentals. There are seven (7) staff who manage the operations of the Marina, including but not limited to processing berth reservations and rentals, towing boats, processing monthly payments, and enforcing Marina rules. The PacSoft Marina Program is the primary software that is used to support the Marina operations.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

The PacSoft application is built on technology which enables the Department of Information Technology (DoIT) to access and support the system remotely and therefore, reduces the number of trips that the I.T. support personnel would have to take to the Marina and consequently reduces vehicle miles traveled, which is an important goal of the City's Climate Action Plan.

RATIONALE FOR RECOMMENDATION

Since 2014, the vendor for Pacsoft has provided reliable customer support to the Marina, and continued use of the program is critical for the smooth ongoing operations at the Marina.

ALTERNATIVE ACTIONS CONSIDERED

None

CONTACT PERSON

Kevin Fong, Director, Information Technology, 510.981.6541
Alexandra Endress, Waterfront Manager, 510.981.6737

Attachments:
1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 099471-1 AMENDMENT: INTEGRATED BUSINESS
CONSULTANTS OF GA (IBCGA) FOR MARINA MANAGEMENT SYSTEM

WHEREAS, on May 29, 2012, the City of Berkeley issued Request for Proposal No. 12-10674 for an improved marina management system and received two responding bidders; and

WHEREAS, after receiving two bidders, staff selected Integrated Business Consultants of GA (IBCGA) (“Reseller”) as the proposal that best met the criteria contained in the RFP; and

WHEREAS, on October 18, 2016, Council adopted Resolution No. 67,710-N.S. to extend the contract and increase the spending authority to \$83,453; and

WHEREAS, Funds are available in the FY 2025 Marina Fund (Fund 608). Funding is subject to appropriation in the FY 2026 and FY 2027 budgets in the Marina Fund; and

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is hereby authorized to execute an amendment to Contract No. 099471-1 with Integrated Business Consultants of GA (IBCGA) (“Reseller”) for (1) additional software maintenance and (2) twenty (20) additional support hours, in an amount not to exceed \$16,906.61 for a new not to exceed contract amount of \$100,359.61, and extending the contract term through June 30, 2027.

