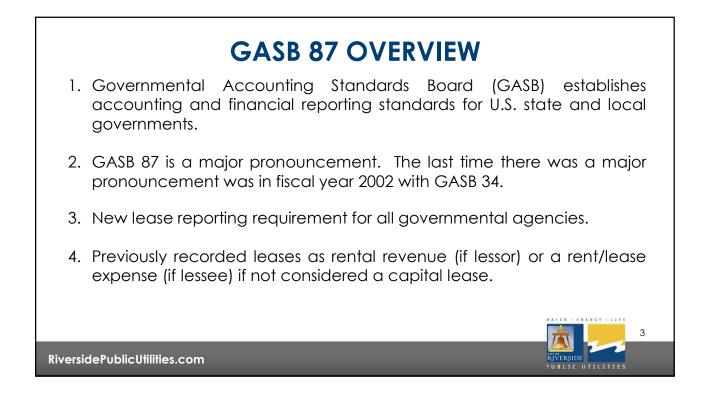


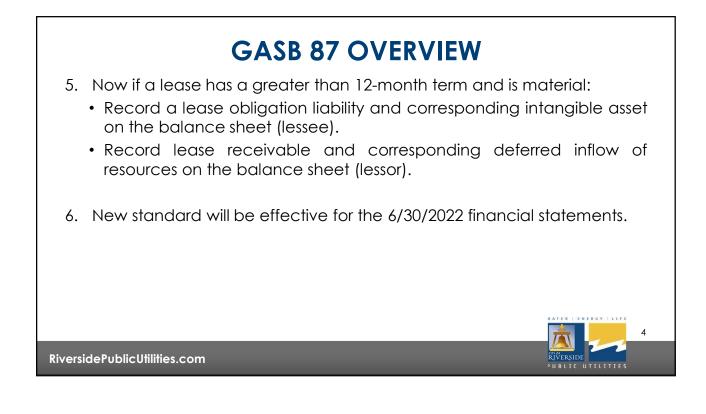
## DISCUSSION

- 1. City Council will consider approving a Professional Consultant Services Agreement from RFP 2086 with Lance, Soll & Lunghard, LLP, for a GASB 87 and Lease Management software solution, in an amount not-to-exceed \$366,102, for a three-year term through December 31, 2024, with the option to extend for two additional one-year terms.
- 2. Board approval is requested for the expenditures related to the Public Utilities allocation of costs associated with a GASB 87 and Lease Management software solution.



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## BACKGROUND Analysis of new standard and current process 1. The City is party to lease agreements as both a lessee and lessor there are approximately 450 leases citywide across multiple departments. 2. Current lease information is stored many ways over multiple departments using programs, such as Microsoft Excel, and ePropertyPlus. 3. Current software solutions utilized by the City do not offer the capability to record and track leases that adhere to the new accounting standard. 4. Finance, Riverside Public Utilities, and Community Economic Development staff determined the need of a software solution that could streamline the recording and tracking of leases as well as adhere to the new GASB 87 standard. 5. Given the COVID-19 pandemic, current staffing levels and workloads, it was determined a consultant would be needed in order to obtain, analyze and record the 450+ leases under the new standard. 5 RiversidePublicUtilities.com BLIC UTILITIES

## **RFP 2086**

- 1. April 6, 2021 RFP 2086 was posted to solicit proposals for a GASB 87 and Lease Management Software Solution and consulting services.
- 2. May 10, 2021 Proposals received from 7 consultants; however, only five were found to be responsive.
- 3. August 20, 2021 Finance, Community and Economic Development, Riverside Public Utilities, and Innovation and Technology completed the review, interviews and evaluations.
- 4. Lance, Soll & Lunghard, LLP (LSL) was the most qualified candidate and was selected.



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PUBLIC UTILITIES

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	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Negotiated Cost Proposal	\$ 112,800	\$ 32,913	\$ 34,888	\$ 36,981	\$ 39,200	\$256,782
Monitoring & Disclosure Consulting, Support and Consulting Services	14,500	5,700	5,000	5,300	5,600	36,100
Contingency	31,825	9,653	9,972	10,570	11,200	73,220
Total	\$ 159,125	\$ 48,266	\$ 49,860	\$ 52,851	\$ 56,000	\$366,102
General Fund %	82,307	24,965	25,790	27,337	28,966	189,365
Other Enterprise Funds %	38,409	11,650	12,035	12,757	13,517	88,368
RPU Funds 24%	38,409	11,650	12,035	12,757	13,517	88,368



## RECOMMENDATION

That the Board of Public Utilities approve an expenditure for an amount not to exceed \$88,368 for the RPU portion of cost associated with RFP 2086 for software to support the implementation of GASB 87 and lease management, with Lance, Soll & Lunghard, LLP, for a three-year term with the option to extend for two additional one-year terms through December 31, 2026, for an amount not to exceed \$88,368.



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